



## NOTICE OF CITY COMMISSION MEETING

October 28, 2024 | 7:30p.m.

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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.*



# Royal Oak

## Agenda

### Royal Oak City Commission Meeting

Monday, October 28, 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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# Royal Oak

Minutes

## Royal Oak City Commission Special Meeting

October 12, 2024, 12:30 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

Mayor Fournier called the meeting to order at 12:35 p.m.

### 2. Approval of Agenda

Moved by: Commissioner Macey  
Seconded by: Commissioner Kolo

Be it resolved, the city commission hereby approves the agenda for the October 12, 2024 special meeting.

Motion Adopted

### 3. Introduction and Opening Remarks

Nate Geinzer from Double Haul Solutions provided a brief orientation and overview of the process to the commission.

### 4. Interview of City Manager Candidate

Joseph Gacioch, City Manager candidate, is the current city manager in Ferndale. He discussed his reasons for wanting to take the position and spoke about his family. He took questions from the commissioners. Mr. Gacioch then asked questions of his own to the commission.

### 5. Interview of City Manager Candidate

The city commission took a recess at 1:33 p.m. They reconvened at 1:43 p.m.

Khalfani Stephens, City Manager candidate, spoke about his career, his education and the reasons for wanting the position in Royal Oak. He took questions from the commissioners. Mr. Stephens then asked questions of his own to the commission.

**6. Public Comment**

Janice Wagman wanted the city commissioners to find out how the candidates would solve the issues of long-term financial stability and overspending.

**7. Discussion by City Commission**

City Attorney Gochowski discussed next steps in the process.

**8. Adjournment**

Moved by: Commissioner Macey

Seconded by: Commissioner Herzog

Motion to adjourn at 3:19 p.m.

Motion Adopted

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Melanie Halas, City Clerk

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Michael C. Fournier, Mayor



# Royal Oak

Minutes

## Royal Oak City Commission Meeting

October 14, 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 Commissioner Macey

### 3. Pledge of Allegiance

### 4. Approval of Agenda

Moved by: Commissioner Kolo

Seconded by: Commissioner Cheezum

Be it resolved, the city commission hereby approves the agenda for the October 14, 2024 meeting.

Motion Adopted

### 5. Public Comment

Kimberly Martin, 817 Mount Vernon Blvd, spoke in favor of agenda item 7.

Anthony Krolikowski, 618 Mount Vernon Blvd, spoke about agenda item 7 and the city engineer.

Alyce Brown, 605 Mount Vernon Blvd, spoke against agenda item 7.

Deborah Barnett, 716 Mount Vernon Blvd, spoke against agenda item 7.

Karen Anderson, 4315 West 14 Mile Rd, spoke about apartment conditions at 3416 West 13 Mile Road.

Jim Rasor, 502 W Lincoln, spoke about agenda item 8 and the need to resolve the traffic issue now.

Aleksander Nita, 506 W Lincoln, spoke about agenda item 8.

Nancy Poprafsky spoke about the environment.

## **6. Consent Agenda**

Commissioner Kolo removed item k from the consent agenda.

Moved by: Commissioner Douglas

Seconded by: Commissioner Herzog

Be it resolved, the city commission hereby approves the consent agenda as follows:

Motion Adopted

### **6.a City Commission Meeting Minutes September 9, 2024**

Be it resolved, the city commission meeting minutes of September 9, 2024 are hereby approved.

### **6.b City Commission Special Meeting Minutes September 20, 2024**

Be it resolved, the city commission special meeting minutes of September 20, 2024 are hereby approved.

### **6.c City Commission Meeting Minutes September 23, 2024**

Be it resolved, the city commission meeting minutes of September 23, 2024 are hereby approved.

### **6.d Mayoral Appointment**

Be it resolved, the city commission hereby confirms the Mayor's appointment of Brian Cooper to fill the vacancy currently on the Planning Commission/Brownfield Development with an expiration term date of 12/31/24.

### **6.e Claims**

#### **6.e.1 October 1 2024**

Be it resolved, the claims of October 1 2024 are hereby approved.

#### **6.e.2 October 4 2024**

Be it resolved, the claims of October 4 2024 are hereby approved.

#### **6.e.3 October 15 2024**

Be it resolved, the claims of October 15 2024 are hereby approved.

**6.f Approval of Purchase Orders**

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

Requisition # R008727

Vendor: Stryker Sales

Requesting approval for: \$79,260

Price Source: quote

Budgeted: \$79,260

Department / Fund: ambulance services / public safety

Description: Two (2) stretchers

Requisition # R008619

Vendor: Mansfield

Requesting approval for: \$47,900

Price Source: bid by Royal Oak

Budgeted: \$47,900

Department / Fund: housing assistance program / community develop block grant

Description: housing rehab

Requisition # R008752 change order

Vendor: ODP Business Solutions

Requesting approval for: \$9,540 additional for a total of \$39,540

Price Source: bid by another entity/Oakland County contract #010418

Budgeted: \$39,540

Department / Fund: senior building maintenance / senior citizen services

Description: Three (3) picnic tables & two (2) benches

Requisition # R008704 change order

Vendor: Verdeterre Contracting

Requesting approval for: \$9,430 additional for a total of \$34,430

Price Source: bid among vendors currently under contract

Budgeted: \$34,430

Department / Fund: sewer maintenance / water & sewer

Description: sewer repair at 12 & Main

**6.g Declaration and Disposal of Surplus Property**

BE IT RESOLVED, the city commission declares the above property surplus and authorizes the disposal of the items by auction. Any net proceeds from the sale of items listed under "library" will be deposited into the general fund miscellaneous revenue account 271.000.67100.

**6.h Approval of First Amendments to Fiscal Year 2024-25 Budgets**

**Be it resolved:** the city commission hereby approves the fiscal year 2024-2025 amended budgets for the following funds:

	<u>Original</u>	<u>Budget</u>	<u>Proposed</u>	<u>Budget</u>	<u>Amendment</u>	<u>Amended</u>	<u>Budget</u>
<b><u>General fund</u></b>							
General government	\$17,676,289		\$0				\$17,676,289
Community and economic development	795,909		0				795,909
Health and welfare	0		0				0
Public safety	437,395		0				437,395
Public works	1,642,073		0				1,642,073
Recreation and culture	3,691,323		401,400				4,092,723
Transfers out	27,518,300		0				27,518,300
Increase in fund balance	0		0				0
<b>Expenditures and transfers total</b>		<b>\$51,761,289</b>	<b>\$401,400</b>	<b>\$52,162,689</b>			
  <b>Revenues, transfers, and use of fund balance</b>							
Taxes		\$29,032,100		\$0			\$29,032,100
Licenses, charges, and fines		9,913,900		0			9,913,900
Grants		7,914,880		71,250			7,986,130
Interest and contributions		1,060,280		0			1,060,280
Other revenues		361,750		0			361,750
Transfers in		787,000		55,600			842,600
Use of fund balance		2,691,379		274,550			2,965,929
<b>Revenues, transfers, and use of fund balance</b>		<b>\$51,761,289</b>	<b>\$401,400</b>	<b>\$52,162,689</b>			

## Major Streets fund

Maintenance, traffic control, and signal services      \$1,950,181      \$0      \$1,950,181

Administration 7,392,785 13,000 7,405,785

Construction 5,827,504 10,000 5,837,504

**Expenditures total**      **\$15,170,470**      **\$23,000**      **\$15,193,470**

Taxes	\$8,000,000	\$0	\$0
Licenses, charges, and fines	269,500	0	269,500
Grants	6,068,180	0	6,068,180
Interest and contributions	62,290	0	62,290
Other revenues	10,000	0	10,000
Transfers in *	760,500	(400,000)	360,500

Use of fund balance 0 423,000 423,000

**Revenues, transfers, and use of fund balance**      \$15,170,470      \$23,000      \$7,193,470

## Local Streets fund

Maintenance, traffic control, and signal services \$3,080,084 \$100,500 \$3,180,584

Administration 509.205 13.000 522.205

Construction 6,958,851 30,000 6,988,851

<b>Expenditures total</b>	<b>\$10,548,140</b>	<b>\$143,500</b>	<b>\$10,691,640</b>
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Taxes	\$0	\$0	\$0
Licenses, charges, and fines	0	0	0
Grants	2,240,570	0	2,240,570
Interest and contributions	52,800	0	52,800
Other revenues	0	0	0
Transfers in	7,308,890	400,000	7,708,890

Use of fund balance	945,880	(256,500)	689,380
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<b>Revenues, transfers, and use of fund balance</b>	<b>\$10,548,140</b>	<b>\$143,500</b>	<b>\$10,691,640</b>
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**Public Safety fund**

<b>Expenditures total</b>	<b>\$41,232,292</b>	<b>\$29,000</b>	<b>\$41,261,292</b>
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Sources of funds	40,389,670	0	40,389,670
Use of fund balance	842,622	29,000	871,622

<b>Revenues, transfers, and use of fund balance</b>	<b>\$41,232,292</b>	<b>\$29,000</b>	<b>\$41,261,292</b>
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**Library Millage fund**

<b>Expenditures total</b>	<b>\$4,662,445</b>	<b>\$35,000</b>	<b>\$4,697,445</b>
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Sources of funds	4,579,570	70,000	4,649,570
Use of fund balance	82,875	(35,000)	47,875

<b>Revenues, transfers, and use of fund balance</b>	<b>\$4,662,445</b>	<b>\$35,000</b>	<b>\$4,697,445</b>
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	<u>Original Budget</u>	<u>Proposed Budget</u>	<u>Amendment</u>	<u>Amended Budget</u>
<u>Community Development Block Grant fund</u>				
<b>Expenditures total</b>	<b>\$1,624,280</b>	<b>\$812,461</b>		<b>\$2,436,741</b>

Sources of funds	1,624,280	812,461	2,436,741
Use of fund balance	0	0	0

<b>Revenues, transfers, and use of fund balance</b>	<b>\$1,624,280</b>	<b>\$812,461</b>	<b>\$2,436,741</b>
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<u>R.O.O.T.S fund</u>			
<b>Expenditures total</b>	<b>\$179,000</b>	<b>\$1,300</b>	<b>\$180,300</b>

Sources of funds	142,410	0	142,410
Use of fund balance	36,590	1,300	37,890

<b>Revenues, transfers, and use of fund</b>	<b>\$179,000</b>	<b>\$1,300</b>	<b>\$180,300</b>
<b>balance total</b>			

**Senior Citizen Services fund**

<b>Expenditures total</b>	<b>\$1,481,485</b>	<b>\$478,410</b>	<b>\$1,959,895</b>
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Sources of funds	1,559,392	0	1,559,392
Use of fund balance	0	400,503	400,503

<b>Revenues, transfers, and use of fund</b>	<b>\$1,559,392</b>	<b>\$400,503</b>	<b>\$1,959,895</b>
<b>balance</b>			

**6.i Approval of Fourth Amendment to Joint Operating Agreement – Memorial Park Diamond #3**

BE IT RESOLVED, the Royal Oak City Commission hereby approves the Fourth Amendment to the Joint Operating Agreement – Memorial Park Diamond #3 with the Michigan Red Sox, Inc. and Northwoods League and authorizes the Clerk and Mayor to sign the amended agreement on its behalf.

**6.j Approval of As-Needed Forestry Services**

BE IT RESOLVED, the Royal Oak City Commission hereby approves the agreement with J.H. Hart Urban Forestry and authorizes the Clerk and Mayor to sign the agreement on its behalf.

**6.k Approval of Fleet and Equipment Purchases**

Commissioner Kolo removed this item from the consent agenda.

Moved by: Commissioner Kolo

Seconded by: Commissioner Macey

BE IT RESOLVED, the Royal Oak City Commission hereby approves the purchase of six (6) 2025 Police Interceptor Utility vehicles at a cost of \$56,804.72 each and approves the purchase of two (2) 2025 Ford Explorers at a cost of \$40,391.28 each from Mission Ford of Dearborn, MI, and authorizes staff to issue a purchase order in the amount of \$421,610.88 for that purpose; and

BE IT RESOLVED, the Royal Oak City Commission hereby approves the purchase of one (1) 2024 Ford F-250 at a cost of \$48,890.00 and approves the purchase of two (2) 2024 Ford F-150s at a cost of \$47,397.00 each from Bob Maxey Ford of Detroit, MI, and authorizes staff to issue a purchase order in the amount of \$143,684.00 for that purpose; and

BE IT RESOLVED, the Royal Oak City Commission hereby approves the purchase of one (1) 2024 Ford F-450 at a cost of \$58,976.32 from Spirit Ford of Dundee, MI and authorizes staff to issue a purchase order in that amount for that purpose; and

BE IT RESOLVED, the Royal Oak City Commission hereby approves the purchase of one (1) John Deere 410P Backhoe at a cost of \$158,147.97 from AIS Construction Equipment of New Hudson, MI and authorizes staff to issue a purchase order in that amount for that purpose; and

BE IT RESOLVED, the Royal Oak City Commission hereby approves the purchase of one (1) Elgin Pelican street sweeper at a cost of \$263,000.00 from Macqueen Equipment of St. Paul, MN and authorizes staff to issue a purchase order in that amount for that purpose; and

BE IT RESOLVED, the Royal Oak City Commission hereby approves an estimated expenditure not to exceed \$78,400 for the purpose of equipment and accessory installation for the above-listed vehicles.

BE IT FINALLY RESOLVED, the Royal Oak City Commission requests an EV and solar workshop be held in January 2025.

Motion Adopted

**6.l Approval of 2024-2026 Tentative Agreement between the City of Royal Oak and Department Heads and Deputy Department HeadsAssociation.docx**

BE IT RESOLVED, the Royal Oak City Commission hereby approves the tentative agreement with the Department Head and Deputy Department Head Association dated September 5, 2024.

**6.m Approval of Royal Oak Library Roof Project 2024**

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.

**6.n Decertification of Road Segments as Requested by Michigan Department of Transportation**

Whereas, the City of Royal Oak does wish to decertify a portion of Glendale Avenue. This decertification is for the portion of Glendale Avenue located between Englewood Avenue to 100 feet south of Edmund Avenue for a total decertification length of 193.16 feet.

Now, therefore, be it resolved that:

1. The center line of said decertified street is described as:

Part of SW 1/4 of Section 3, Town 1 North, Range 11 East, City of Royal Oak, Oakland County, Michigan, more particularly described as follows:

Commencing at the NW corner of Lot 33, "A.P. Morrison Subdivision 1", as recorded in Liber 108 of Plats, Pages 28, Oakland County Records; thence west 25.005' to the centerline of Glendale Avenue, thence south 50 feet, thence S0°55'07"E 50 feet to the Point of Beginning, thence S°00'55'07"E 50.16 feet, thence south 143 feet to the Point of Ending.

2. Said street shall be decertified as of October 14, 2024.

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Whereas, the City of Royal Oak does wish to decertify a portion of E. University Avenue. This decertification is for the portion of E. University Avenue located west of N. Alexander Avenue for a total decertification length of 126.00 feet.

Now, therefore, be it resolved that:

1. The center line of said decertified street is described as:

Part of SW 1/4 of Section 15, Town 1 North, Range 11 East, City of Royal Oak, Oakland County, Michigan, more particularly described as follows:

Commencing at the NW corner of Lot 149, "Perkins Park Sub", as recorded in Liber 23 of Plats, Pages 13, Oakland County Records; thence south 50 feet, thence N00°55'07"W 50 feet to the Point of Beginning at centerline of E. University Avenue, thence N89°15'30"W 126.00 feet along said centerline to the Point of Ending.

2. Said street shall be decertified as of October 14, 2024.

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Whereas, the City of Royal Oak does wish to decertify a portion of Batavia Avenue. This decertification is for the portion of Batavia Avenue located north of E. Parent Avenue for a total decertification length of 52.00 feet.

Now, therefore, be it resolved that:

1. The center line of said decertified street is described as:

Part of SW 1/4 of Section 22, Town 1 North, Range 11 East, City of Royal Oak, Oakland County, Michigan, more particularly described as follows:

Commencing at the SW corner of Lot 43, "Foster and Mathews' Sub", as recorded in Liber 10 of Plats, Pages 37, Oakland County Records; thence west 23.75 feet to the Point of Beginning at centerline of Batavia Avenue, thence north 52.00 feet along said centerline to the Point of Ending.

2. Said street shall be decertified as of October 14, 2024.

\*\*\*

Whereas, the City of Royal Oak does wish to decertify a portion of E. Hudson Avenue. This decertification is for the portion of E. Hudson Avenue located east of Knowles Street for a total decertification length of 60.00 feet.

Now, therefore, be it resolved that:

1. The center line of said decertified street is described as:

Part of SW 1/4 of Section 22, Town 1 North, Range 11 East, City of Royal Oak, Oakland County, Michigan, more particularly described as follows:

Commencing at the NW corner of Lot 61, "Assessor's Plat No. 22", as recorded in Liber 53 of Plats, Pages 34, Oakland County Records; thence N00°21'30"E 30.11 feet to the Point of Beginning at centerline of E Hudson Avenue, thence S84°52'E 60.00 feet along said centerline to the Point of Ending.

2. Said street shall be decertified as of October 14, 2024.

\*\*\*

Whereas, the City of Royal Oak does wish to decertify a portion of E. Harrison Avenue. This decertification is for the portion of E. Harrison Avenue located west of Batavia Avenue for a total decertification length of 110.00 feet.

Now, therefore, be it resolved that:

1. The center line of said decertified street is described as:

Part of SW 1/4 of Section 22, Town 1 North, Range 11 East, City of Royal Oak, Oakland County, Michigan, more particularly described as follows:

Commencing at the SE corner of Lot 28, "Foster and Mathews' Sub", as recorded in Liber 10 of Plats, Pages 37, Oakland County Records; thence south 30 feet to the Point of Beginning at centerline of E. Harrison Avenue, thence west 110.00 feet along said centerline to the Point of Ending.

2. Said street shall be decertified as of October 14, 2024.

**6.o Request to Fill a Vacancy Librarian I**

Be it resolved, the Royal Oak City Commission hereby approves the filling of Librarian I.

**6.p Proclamation Honoring Oakland Elementary 100th Anniversary**

Whereas, on September 20, 2024, Oakland Elementary School proudly celebrated its 100<sup>th</sup> Anniversary, marking a century of educational excellence, community engagement, and historic growth; and

Whereas, Oakland Elementary School first opened its doors April 19, 1924, in a building with four classrooms designed by architect Frederick Madison in Royal Oak Township on a former farmland track of land measuring four and a half acres; and

Whereas, through continuous expansion, Oakland has grown from its modest beginnings to serve a thriving student body, receiving recognition for innovation and undergoing significant renovations, including a modern transformation in 2020.

Now, therefore, be it resolved, I Mayor Fournier, and members of the Royal Oak City Commission on behalf of the entire Royal Oak Community commemorate the 100<sup>th</sup> Anniversary of Oakland Elementary School and recognize its profound impact as a cornerstone of the community and its enduring commitment to education.

**6.q Proposed Ordinance Amendment 2024-12, Standards for Demolition, Second Reading**

**ORDINANCE NO. 2024-12**

**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 264 Construction Sites; Article I Securing Construction and Demolition Sites; Section 264-3 Standards for securing construction sites, to update and modify the city's demolition regulations to control dust created from demolition activities in the city by requiring signage informing the public of required dust mitigation for all demolition sites in the city, 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 264-3 Standards for securing construction sites, of Article I Securing Construction and Demolition Sites, of Chapter 264 Construction Sites, of Part II: General Legislation, of the Code of Ordinances, City of Royal Oak, Michigan, is hereby amended, to read as follows:

**264-3. Standards for securing construction sites.**

All single-family and two-family residential construction sites and all demolition sites shall comply with the following standards while a building or structure is being erected, altered, repaired, removed or demolished under a valid permit for construction or demolition. Failure to comply is grounds for the Building Official to issue an order to stop work on the construction or demolition.

1. Prior to the commencement of construction or demolition, the construction site shall be enclosed with a stable chain-link fence not less than four feet in height. Any gates shall open inward, so as not to obstruct the public right-of-way. When there is not active construction on the site, the gate shall be secured. Temporary fencing may be removed after a complete insulation inspection has been approved. All temporary fencing (including the foundation) shall be removed prior to the issuance of a conditional certificate of occupancy.
1. Prior to the commencement of construction or demolition, signage prepared by the City shall be attached to the required fencing with the permit holder's name and telephone number, and contact information for the City's Building Department. One sign shall be provided per street frontage.
1. Right-of-way maintenance. Any activity expected to impact the public right-of-way, including but not limited to a tree within the right-of-way or an adjoining sidewalk, must first receive a right-of-way permit pursuant to the City of Royal Oak Right-of-Way Management Ordinance, as amended.<sup>1</sup>

1. Portable toilets. Any portable toilets on site shall be located within the construction site and no less than 15 feet from any existing structure on adjacent property.
2. Excavation. Excavations on a site shall not be open for more than 60 days.

1. Exemptions. This section shall not apply to the following:

(1) New developments that have been through subdivision or site condominium approvals.

(2) All renovations enclosed within the original building or structure.

(3) Additions of less than 50% of the square footage of the original building or structure.

(4) Detached accessory structures for single-family and two-family residential properties.

#### **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 after having been published within 7 days after passage.

## **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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BE IT RESOLVED, the Royal Oak City Commission hereby approves, upon second reading, ordinance amendment 2024-12, Standards for Demolition, to update and modify the city's demolition regulations to control dust created from demolition activities in the city by requiring signage informing the public of required dust mitigation for all demolition sites in the city.

### **6.r Approval of Lease Agreement for Center Street Garage Commercial Space to the Royal Oak Schools FIRST Robotics Team**

BE IT RESOLVED, the Royal Oak City Commission hereby approves the Center Street Garage Commercial Space Lease between the City and Royal Oak Schools and further authorizes the Interim City Manager to execute the Lease on behalf of the City.

### **6.s Approval of Business Mural at 215 S Main Street**

BE IT RESOLVED, the Royal Oak City Commission hereby approves the proposed mural at 215 S Main Street at art.

### **6.t Receive and File**

#### **6.t.1 Third Quarter Fiscal Year 2024 Training Evaluation Forms**

## **7. Standard Resolution 2 Special Assessment Paving of Mount Vernon Boulevard**

Moved by: Commissioner Douglas

Seconded by: Commissioner Kolo

Whereas, the city manager and the assessor have prepared reports concerning certain public improvements as hereinafter described, which include all of the information required to be included by the provisions of the city's charter, chapter 12, "Special Assessments"; and

Whereas, the city commission has reviewed said reports; and

Whereas, the city commission determines that it is necessary to acquire and construct the public improvements in the City of Royal Oak more particularly hereinafter described in this resolution.

Now, therefore, be it resolved that:

1. The city commission hereby determines that the public improvements described more particularly hereinafter provided for are necessary.

2. The total cost of said public improvements according to frontage (or benefits) is estimated to be \$879,435.80:  
 \$296,961.28 of which shall be spread over the special assessment district as hereinafter described.  
 \$582,474.52 of which shall be paid by the city.

3. Said special assessment district shall consist of all the lots and parcels of land as herein described:

25-04-451-022	25-04-453-007	25-04-453-003
25-04-453-010	25-04-453-006	25-04-451-013
25-04-451-021	25-04-451-017	25-04-453-002
25-04-451-020	25-04-451-016	25-04-451-012
25-04-453-009	25-04-453-005	25-04-453-022
25-04-451-019	25-04-451-015	25-04-377-001
25-04-453-008	25-04-453-004	
25-04-451-018	25-04-451-014	

4. The estimated life of such improvements is not less than 30

5. The aforesaid reports shall be placed on file in the office of the city clerk where the same shall be available for public examination.

6. The city commission will meet on November 11, 2024 at 7:30 o'clock p.m., Eastern Time, at the city hall, for the purpose of hearing objections to the making of said public improvements.

7. The city clerk is hereby directed to cause notice of said hearing to be published in The Royal Oak Review, Warren, Michigan, a newspaper of general circulation in the City of Royal Oak, at least five (5) full days before the date of such hearing, and is further directed to cause notice of such hearing to be mailed by first class mail to each owner of or person in interest in the property in the special assessment district more particularly described in the following notice at the addresses shown on the last general tax assessment roll of the city, at least ten (10) full days prior to the date of such hearing.

8. The notice of said hearing to be published and mailed shall be in substantially the following form:

Notice of Hearing of Necessity

Special Assessment Paving of Mount Vernon Boulevard

City of Royal Oak - County of Oakland

Take notice that the city commission of the City of Royal Oak, Oakland County, Michigan, has determined it to be necessary to make the following described public improvement in the City of Royal Oak:

Two (2) 20-foot wide lanes, 7-inch thick concrete paving with integral curb and gutter of Mount Vernon Boulevard from Custer Avenue to the dead end.

The city commission has determined that the cost of the above described public improvements, which is estimated to be \$879,435.80, shall be partly assessed against all lots and parcels of property abutting the above described improvements which properties are described as follows:

25-04-451-022	25-04-453-007	25-04-453-003
25-04-453-010	25-04-453-006	25-04-451-013
25-04-451-021	25-04-451-017	25-04-453-002
25-04-451-020	25-04-451-016	25-04-451-012
25-04-453-009	25-04-453-005	25-04-453-022
25-04-451-019	25-04-451-015	25-04-377-001
25-04-453-008	25-04-453-004	
25-04-451-018	25-04-451-014	

Take further notice that the city commission will meet on November 11, 2024 at 7:30 o'clock p.m., Eastern Time, at the city hall in the City of Royal Oak, for the purpose of hearing objections to the necessity of making of such public improvements and the inclusion of the property within the proposed special assessment district.

This notice is given by order of the city commission of the City of Royal Oak, Oakland County, Michigan.

Melanie Halas, City Clerk

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

Ayes (4): Commissioner Douglas, Commissioner Herzog, Commissioner Kolo, and Commissioner Macey

Nays (3): Mayor Fournier, Commissioner Cheezum, and Mayor Pro Tem Hunt

Motion Adopted (4 to 3)

## **8. September 2024 Traffic Committee Resolutions**

Moved by: Commissioner Macey

Seconded by: Commissioner Kolo

Be it resolved, the city commission hereby approves the traffic committee's recommendation to install two speed humps and speed hump signage and striping on Forest Avenue between Main Street and Rosedale Avenue as outlined in agenda item 6a;

Be it further resolved, the city commission hereby approves the traffic committee's recommendation to repaint W. Second Street between S. Washington and S. Center Street to allow for one lane of through traffic, a loading zone on the south side of the road, and parallel parking on the north side with two of the parking stalls to be accessible as outlined in agenda item 6c;

Be it further resolved, the city commission hereby approves the traffic committee's recommendation to install three (3) reboundable, surface-mounted bollards on the south side of E University Avenue lined up with the parking garage columns for the Main North Lofts building, four feet off the face of curb as outlined in agenda item 6d;

Be it further resolved, the city commission hereby approves the traffic committee's recommendation to remove the "For Park Use, Park in School Lots on Girard" signs from the north side of De Villen Avenue between N. Alexander Avenue and N. Vermont Avenue as outlined in agenda item 6e;

Be it further resolved, the city commission hereby approves the traffic committee's recommendation to install white crosswalk striping and two (2) W11-2 signs with W16-7P plaques at the intersection of Detroit Avenue and Elizabeth Avenue at the existing north/south crosswalk as outlined in agenda item 6f;

Be it finally resolved, the city commission hereby approves the traffic committee's recommendation to perform studies on Gardenia Avenue (N. Main Street to Stephenson Highway) and on Normandy Road (Coolidge Highway to Crooks Road) to evaluate the speed limit as outlined in agenda item 6g.

Motion Adopted

Moved by: Commissioner Douglas  
Seconded by: Commissioner Herzog

Be it resolved, the city commission hereby approves the traffic committee's recommendation to install Option B, bollard bumpouts with road striping, except remove the diagonal bollards that extend through the parking lane at each proposed location as outlined in agenda item 6b; and

Be it resolved, the city commission moves to follow the design as displayed in the exhibit and to add the digital speed signs in six months.

Motion Adopted

**Amendment:**

Moved by: Commissioner Cheezum  
Seconded by: Commissioner Kolo

Be it resolved, the city commission moves to add digital speed signs in six months.

Motion Adopted

**Amendment:**

Moved by: Commissioner Cheezum  
Seconded by: Commissioner Kolo

Be it resolved, the city commission moves to add striping on the upstream direction and add the digital speed signs in six months.

Motion Failed

**Amendment:**

Moved by: Commissioner Kolo  
Seconded by: Commissioner Douglas

Be it resolved, the city commission hereby amends the motion for design Option B as displayed in the presented exhibit.

Motion Adopted

Moved by: Commissioner Douglas  
Seconded by: Commissioner Herzog

Original Motion with Amendments:

Be it resolved, the city commission hereby approved the traffic committee's recommendation to install Option B, bollard bumpouts with road striping, except remove the diagonal bollards that extend through the parking lane at each proposed location as outlined in agenda item 6b;

Be it further resolved the city commission moves to add digital speed signs in six months.

Be it further resolved, the city commission hereby amends the motion for design Option B as displayed in the presented exhibit.

Motion Adopted

**9. Consideration of Ordinance to Conditionally Rezone 1200 Knowles Street to General Industrial, First Reading**

Dennis Cowan, on behalf of the petitioners, spoke about the request to rezone and answered questions from the commission.

Moved by: Commissioner Douglas

Seconded by: Mayor Pro Tem Hunt

Whereas the Royal Oak Planning Commission held a public hearing on September 10, 2024, and recommended approval of an amendment to the City of Royal Oak Zoning Map for the purpose of conditionally rezoning 1200 Knowles Street (parcel no. 25-22-377-028) from "Mixed Use 1" to "General Industrial;" and

Whereas the Royal Oak City Commission has determined that the Zoning Map amendment is consistent with the goals and objectives of the City of Royal Oak Master Plan and has received the record of public comments taken at the public hearing held at the Planning Commission meeting of September 10, 2024.

Therefore, be it resolved, that Ordinance 2024-13, entitled "An Ordinance to Amend the Zoning Map of the City of Royal Oak," is hereby adopted on first reading.

The City of Royal Oak ordains:

Section 1 – Ordinance. Pursuant to the provisions of the Michigan Zoning Enabling Act, Public Act 110 of 2006, as amended, and pursuant to all applicable provisions of law, the City of Royal Oak Zoning Map is hereby amended to conditionally rezone 1200 Knowles Street (parcel no. 25-22-377-028) from "Mixed Use 1" to "General Industrial," and SP 24-09-10, a site plan to allow establishment a warehouse and distribution center with accessory packaging, assembly, storage, and offices within existing buildings at 1200 Knowles Street (parcel no. 25-22-377-028), is hereby approved, subject to the associated "conditional zoning agreement."

Section 2 – Severability. If any section, subsection, clause, phrase or portion of this ordinance is for any reason held invalid or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent portion of this ordinance, and such holding shall not affect the validity of the remaining portions of this ordinance.

Section 3 – Savings. As 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 are commenced.

Section 4 – Repealer. All ordinance or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this ordinance full force and effect.

Section 5 – Effective Date. This ordinance shall be published in a newspaper of general circulation in the City of Royal Oak and shall become effective ten (10) days after publication, as provided by law.

Be it further resolved that the City Commission directs staff to prepare a “conditional zoning agreement” for consideration by the City Commission as part of the required second reading of ordinance 2024-13.

Ayes (5): Mayor Fournier, Commissioner Cheezum, Commissioner Douglas, Mayor Pro Tem Hunt, and Commissioner Macey

Nays (2): Commissioner Herzog, and Commissioner Kolo

Motion Adopted (5 to 2)

**10. Approval of 2025 City Commission Meeting Schedule and Amendment to 2024 Meeting Schedule**

Moved by: Commissioner Kolo

Seconded by: Mayor Pro Tem Hunt

Be it resolved, the Royal Oak City Commission hereby approves the 2025 city commission meeting schedule as presented.

Motion Adopted

Moved by: Commissioner Cheezum

Seconded by: Commissioner Herzog

Be it resolved, the 2024 Royal Oak City Commission meeting schedule is amended to move the second meeting in November forward one-week to the third Monday of the month and conduct the meeting on Monday, November 18, 2024, at 7:30 p.m.

Motion Adopted

**11. Adjournment**

Moved by: Commissioner Cheezum

Seconded by: Commissioner Herzog

Motion to adjourn at 9:31 p.m.

Motion Adopted

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Melanie Halas, City Clerk

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Michael C. Fournier, Mayor



# Royal Oak

Minutes

## Royal Oak City Commission Special Meeting

October 15, 2024, 7:00 a.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 7:08 a.m.

### 2. Approval of Agenda

Moved by: Commissioner Douglas

Seconded by: Commissioner Herzog

Be it resolved, the city commission hereby approves the agenda for the October 15, 2024 special meeting.

Motion Adopted

### 3. Public Comment

There was no one present who wished to speak during public comment.

### 4. Deliberation and Consideration of Selection of City Manager

Moved by: Commissioner Kolo

Seconded by: Commissioner Macey

Be it resolved, the Royal Oak City Commission hereby directs the City Attorney, Labor Counsel and the HR Director to negotiate an offer of employment and employment agreement to Joe Gacioch, subject to the successful completion of a background check, with final terms and conditions, consistent with those set forth

by the City Commission in the position profile, to be presented to the City Commission for final approval.

Motion Adopted

**5. Adjournment**

Moved by: Commissioner Cheezum  
Seconded by: Commissioner Herzog

Motion to adjourn at 7:49 a.m.

Motion Adopted

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Melanie Halas, City Clerk

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Michael C. Fournier, Mayor

**PAYROLL #620**PAYROLL DATE: 10/18/24**HUNTINGTON - PAYROLL**

DIRECT DEPOSIT	\$905,289.46
PAPER CHECK	
ADJUSTMENTS	
	<b><u>\$905,289.46</u></b>

**ELECTRONIC MONEY TRANSFER - ACH**

IRS	
FED. W/H	127,875.02
SOC SEC	93,164.26
MEDICARE	37,862.00
	<b><u>258,901.28</u></b>
STATE OF MICHIGAN TREASURY	<b><u>48,059.95</u></b>
FRIEND OF THE COURT	<b><u>3,772.64</u></b>
MISSIONSQUARE	<b><u>122,322.48</u></b>
NATIONWIDE	<b><u>64,320.14</u></b>
MERS	<b><u>27,542.26</u></b>
TASC	<b><u>10,409.25</u></b>

**ACCOUNTS PAYABLE - CHECKS**

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

**UNION DUES**

PSA	
POA	
Command	
Detectives	
DPS	
Fire	
TPOAM	
Parking	
UNION DUES	<u>-</u>

<b>GRAND TOTAL</b>	<b><u>\$ 1,440,811.00</u></b>
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Vendor Code	Vendor Name Invoice	Description	Amount
11263	123.NET 663845	PHONE SERVICE 10/1-31 2024	2,589.97
	TOTAL FOR: 123.NET		2,589.97
13854	3C PAYMENT CORP 346054	CREDIT AND DEBIT CARD PROCESSING FEES SEPT 2024	1,265.73
	TOTAL FOR: 3C PAYMENT CORP		1,265.73
00003	3M 9430712155	SIGN MATERIALS	1,127.70
	TOTAL FOR: 3M		1,127.70
05990	4IMPRINT 13036531	FOOTBALLS/FANNY PACKS	3,625.88
	TOTAL FOR: 4IMPRINT		3,625.88
17097	52-4 DISTRICT COURT 10830	BOND RECEIPT/JONES, T	250.00
	TOTAL FOR: 52-4 DISTRICT COURT		250.00
00004	A & M SERVICE CENTER 142914	TOWING SERVICES INCIDENT 24-32677	185.00
	82864	TOWING SERVICES CLEAN UP	45.00
	83076	TOWING SERVICES FLAT BED #810	45.00
	83313	TOWING SERVICES FLAT TIRE #805	45.00
	TOTAL FOR: A & M SERVICE CENTER		320.00
02044	ACTION MAT & TOWEL RENTAL 624017	MAT RENTALS	288.11
	628361	MAT RENTALS	288.11
	630537	MAT RENTALS	288.11
	TOTAL FOR: ACTION MAT & TOWEL RENTAL		864.33
00008	ADE INC 59134	NEEDS ASSESSMENT	600.00
	TOTAL FOR: ADE INC		600.00
00035	AFLAC 319355	A8734 PAYROLL	5,846.32
	TOTAL FOR: AFLAC		5,846.32
06106	AJAX PAVING INDUSTRIES INC CAP2315 PE14	2023 MAJOR ROAD IMPROVEMENTS/ASPHALT RESURFACING	27,090.00
	TOTAL FOR: AJAX PAVING INDUSTRIES INC		27,090.00
00045	AJAX TRAILERS 331752	VEHICLE REPAIR & MAINTENANCE PARTS	955.91
	331753	VEHICLE REPAIR & MAINTENANCE PARTS	819.31
	331754	VEHICLE REPAIR & MAINTENANCE PARTS	417.95
	TOTAL FOR: AJAX TRAILERS		2,193.17
04745	ALLIED PRINTING 75593	FINAL NOTICE SUMMER TAX STATEMENT MAILING	3,547.54
	TOTAL FOR: ALLIED PRINTING		3,547.54

Vendor Code	Vendor Name	Description	Amount
Invoice			
17165	AMAZON CAPITAL SERVICES		
	1167-HJW9-3G9H	LIBRARY SUPPLIES	43.33
	11DC-RC3J-CC6V	LIBRARY SUPPLIES	47.92
	13H7-LMXN-YGYJ	LIBRARY SUPPLIES	2,270.57
	146W-9WW4-JKL4	LIBRARY SUPPLIES	68.97
	171F-9M9N-3NHX	LIBRARY SUPPLIES	142.27
	19G1-H4VK-F4MY	LIBRARY SUPPLIES	27.97
	1CQR-6PJ7-HCXM	LIBRARY SUPPLIES	114.39
	1D6D-63G7-4PJ9	LIBRARY SUPPLIES	37.32
	1FTY-D33R-QXHH	LIBRARY SUPPLIES	55.72
	1JRW-1JRL-PQYL	LIBRARY SUPPLIES	17.89
	1LG3-RY4G-GWGC	LIBRARY SUPPLIES	39.88
	1NWQ-P3W1-WT14	LIBRARY SUPPLIES	8.98
	1PMD-WW4C-9Y3D	LIBRARY SUPPLIES	36.44
	1QKQ-9NFY-K6LM	LIBRARY SUPPLIES	31.16
	1RDX-RTGL-H37X	LIBRARY SUPPLIES	94.94
	TOTAL FOR: AMAZON CAPITAL SERVICES		3,037.75
00060	AMERICA'S FINEST PRINTING		
	51124	WINDOW SECURITY ENVELOPES	587.00
	TOTAL FOR: AMERICA'S FINEST PRINTING		587.00
UBREFUND	ANDREANO CONSTR LLC		
	10/23/2024	UB refund for account: 1403100001	867.00
	TOTAL FOR: ANDREANO CONSTR LLC		867.00
18972	LANCE ANTROBIUS		
	10222024	HOCKEY REFEREE	90.00
	TOTAL FOR: LANCE ANTROBIUS		90.00
12708	APEX SOFTWARE		
	328419	APEX SKETCHING SOFTWARE ANNUAL MAINT. RENEWAL 11/1/	1,820.00
	TOTAL FOR: APEX SOFTWARE		1,820.00
18754	APRILE LAW, PLLC		
	24R005837 FNL	MIDC COUNSEL	160.00
	TOTAL FOR: APRILE LAW, PLLC		160.00
00015	ASCAP		
	500778778 2024 ADJ JAN-OCT FEE ADJUST		21.39
	TOTAL FOR: ASCAP		21.39
15753	ASCENSION MI EMPLOYER SOLUTIONS		
	551965	MEDICAL SERVICES	126.00
	552330	MEDICAL SERVICES	540.00
	552331	MEDICAL SERVICES	540.00
	TOTAL FOR: ASCENSION MI EMPLOYER SOLUTIONS		1,206.00
09939	ASSA ABLOY ENTRANCE SYSTEMS US		
	SEI 1791944	LIBRARY REPAIR SERVICE	429.25
	TOTAL FOR: ASSA ABLOY ENTRANCE SYSTEMS US		429.25
14143	B&R SPORTING GOODS, INC		
	DO-10449	RO FALCONS JERSEYS, SOCKS	135.00
	TOTAL FOR: B&R SPORTING GOODS, INC		135.00
00117	BAKER & TAYLOR COMPANIES		
	2038613068	BOOKS	20.37
	TOTAL FOR: BAKER & TAYLOR COMPANIES		20.37

Vendor Code	Vendor Name	Description	Amount
Invoice			
19624	ALEXANDER BAKER-SHAW 09302024	JUROR FEE	17.00
	TOTAL FOR: ALEXANDER BAKER-SHAW		17.00
19654	GAVIN BENIGNI 10222024	2012 EAGLES STIPEND	318.00
	TOTAL FOR: GAVIN BENIGNI		318.00
RTAXX	BERKLEY APPLIANCE 10/23/2024	2024 Sum Tax Refund 72-25-15-457-032	37.00
	TOTAL FOR: BERKLEY APPLIANCE		37.00
14833	BIG BELLY SOLAR, LLC. 53995 54036	HIGH CAPACITY REFUSE/RECYCLING STATION 10/10-11/9 HIGH CAPACITY REFUSE/RECYCLING STATION 10/16-11/15	690.24 1,646.38
	TOTAL FOR: BIG BELLY SOLAR, LLC.		2,336.62
00143	BIG D LOCK & KEY 7704	LATCH GUARD	28.50
	TOTAL FOR: BIG D LOCK & KEY		28.50
15622	JO ANNE BIGLER 18R0011212 FNL 21BE00011 FNL 22-01625 FNL 23-02157 FNL 23R-01497 FNL 24-01343 BW 24B-00494 FNL 24BE01450 FNL 24BE02045 FNL 24R-00663 FNL 24R-00723 FNL 24R001738A FNL 24R003567 FNL 24R005627 FNL	MIDC COUNSEL MIDC COUNSEL	180.00 330.00 660.00 120.00 150.00 150.00 900.00 450.00 360.00 570.00 510.00 540.00 240.00 150.00
	TOTAL FOR: JO ANNE BIGLER		5,310.00
00145	BILLINGS LAWN EQUIPMENT 475331	P&F 2 STROKE OIL	237.60
	TOTAL FOR: BILLINGS LAWN EQUIPMENT		237.60
15680	EDITH BLAKNEY LAW FIRM, PLLC 20BE00768B FNL 24BE02712 FNL 24BE02713A FNL 24R003730 FNL 24R004753A FNL 24R005099A FNL 24R005113 FNL 24R005119 FNL 24R005144 FNL 24R005338 FNL 24R005374 FNL SP4410339 FNL	MIDC COUNSEL MIDC COUNSEL	252.00 216.00 204.00 636.00 192.00 186.00 156.00 324.00 372.00 384.00 288.00 240.00
	TOTAL FOR: EDITH BLAKNEY LAW FIRM, PLLC		3,450.00

Vendor Code	Vendor Name	Description	Amount
	Invoice		
18695	BLUE CROSS BLUE SHIELD OF MICHIGAN		
	241008668773	MEDICARE PLUS BLUE PPO NOV 2024	4,730.90
	241008668774	MEDICARE PLUS BLUE PPO NOV 2024	2,953.41
	241008668775	MEDICARE PLUS BLUE PPO NOV 2024	2,458.08
	241008668776	MEDICARE PLUS BLUE PPO NOV 2024	8,487.05
	241008668777	MEDICARE PLUS BLUE PPO NOV 2024	69,895.20
	241008668778	MEDICARE PLUS BLUE PPO NOV 2024	3,868.35
	241008668779	MEDICARE PLUS BLUE PPO NOV 2024	217.85
	241008668780	MEDICARE PLUS BLUE PPO NOV 2024	4,825.50
	241008668781	MEDICARE PLUS BLUE PPO NOV 2024	689.28
	241008668782	MEDICARE PLUS BLUE PPO NOV 2024	909.12
TOTAL FOR: BLUE CROSS BLUE SHIELD OF MICHIGAN			99,034.74
18479	BNC INTERPRETING LLC		
	RO100724	INTERPRETER SERVICE	166.08
TOTAL FOR: BNC INTERPRETING LLC			166.08
12633	TAMARA BONE		
	101624	CONFERENCE	313.56
TOTAL FOR: TAMARA BONE			313.56
07807	BOOMER CONSTRUCTION MATERIALS		
	1083298-00	ASPHALT SUPPLIES	270.68
TOTAL FOR: BOOMER CONSTRUCTION MATERIALS			270.68
01032	BOUND TREE MEDICAL LLC		
	85507746	FIRE & EMS SUPPLIES	71.94
TOTAL FOR: BOUND TREE MEDICAL LLC			71.94
19625	CELINE BOYD		
	096302024	JUROR FEE	17.00
TOTAL FOR: CELINE BOYD			17.00
UBREFUND	BRAD COHEN		
	10/23/2024	UB refund for account: 2133550901	39.54
TOTAL FOR: BRAD COHEN			39.54
18652	BRAUN KENDRICK FINKBEINER P.L.C.		
	392571	ATTORNEY SERVICES THRU SEPT. 30 2024	320.00
TOTAL FOR: BRAUN KENDRICK FINKBEINER P.L.C.			320.00
RBOND	BRIAN D KACZMAREK		
	00273452	BD Payment Refund	30.00
TOTAL FOR: BRIAN D KACZMAREK			30.00
19653	NOAH BROWN		
	10152024	FARMERS MKT WEDDING RECEPTION DEPOSIT 50% REFUND	500.00
TOTAL FOR: NOAH BROWN			500.00
06071	BS&A SOFTWARE		
	157270	PAS SERVICE FEE 7/9-10/3; ASSESSING & TAX SYSTEMS S	17,431.00
TOTAL FOR: BS&A SOFTWARE			17,431.00
19039	TOBY BUCKHEIM		
	10212024	OPEN SWIM LIFEGUARD 9 HRS 9/25-10/16	153.00
TOTAL FOR: TOBY BUCKHEIM			153.00

Vendor Code	Vendor Name Invoice	Description	Amount
03586	C & G NEWSPAPERS 0023175-IN	FARMERS MKT DIGITAL AD SEPT & OCT METRO	200.00
	TOTAL FOR: C & G NEWSPAPERS		200.00
00443	CADILLAC ASPHALT LLC 413636 413637	ASPHALT SUPPLIES ASPHALT SUPPLIES	120.00 1,376.31
	TOTAL FOR: CADILLAC ASPHALT LLC		1,496.31
09451	ERIK CARLSON 10222024	HOCKEY REFEREE	270.00
	TOTAL FOR: ERIK CARLSON		270.00
07427	LEAH CASTILLO 6544 6545 6546 6547 6548	ROSES ROSES ROSES ROSES ROSES	60.00 120.00 105.00 150.00 150.00
	TOTAL FOR: LEAH CASTILLO		585.00
19626	ABIGAIL CHAPMAN 09302024	JUROR FEE	17.00
	TOTAL FOR: ABIGAIL CHAPMAN		17.00
14419	CHARDON LABORATORIES, INC 042052	ARENA COOLING TOWER CHEMICALS, SERVICE	280.00
	TOTAL FOR: CHARDON LABORATORIES, INC		280.00
03065	CHET'S RENT-ALL 137386-6	SOCCER FIELD EQUIPMENT RENTAL	254.65
	TOTAL FOR: CHET'S RENT-ALL		254.65
03756	ELIZABETH CHIAPPELLI 16BE04296 FNL 22R000628 FNL 22R004610 FNL 23BE01399 FNL 24BE02658 FNL 24R000753 FNL	MIDC COUNSEL MIDC COUNSEL MIDC COUNSEL MIDC COUNSEL MIDC COUNSEL MIDC COUNSEL	240.00 150.00 90.00 180.00 210.00 420.00
	TOTAL FOR: ELIZABETH CHIAPPELLI		1,290.00
19110	JASON CHMIEL 10222024	2016 TEAM LEAGUE FEE REIMBURSEMENT	425.00
	TOTAL FOR: JASON CHMIEL		425.00
UBREFUND	CHRISTIAN STIER 10/23/2024	UB refund for account: 5138600201	1,033.84
	TOTAL FOR: CHRISTIAN STIER		1,033.84
UBREFUND	CHRISTINA ULEWICZ 10/23/2024	UB refund for account: 2402400801	365.72
	TOTAL FOR: CHRISTINA ULEWICZ		365.72

Vendor Code	Vendor Name	Description	Amount
	Invoice		
06036	SUSAN CHRZANOWSKI COLE		
	20BE00817 BW	MIDC COUNSEL	330.00
	23RO05048 FNL	MIDC COUNSEL	210.00
	24-01246 FNL	MIDC COUNSEL	360.00
	24BE02162 FNL	MIDC COUNSEL	210.00
	24BE02167 FNL	MIDC COUNSEL	210.00
	24R-00278 FNL	MIDC COUNSEL	300.00
	24RO01385 FNL	MIDC COUNSEL	480.00
	24RO04494 FNL	MIDC COUNSEL	240.00
	24RO04556 FNL	MIDC COUNSEL	330.00
	24RO04577 FNL	MIDC COUNSEL	300.00
	24RO05165 FNL	MIDC COUNSEL	240.00
TOTAL FOR: SUSAN CHRZANOWSKI COLE			3,210.00
13864	MARINA CHUPAC PLLC		
	1SEPSCH24	MIDC COUNSEL	720.00
	23RO02500 FNL	MIDC COUNSEL	132.00
	24-00734 FNL	MIDC COUNSEL	690.00
	24BE01457 FNL	MIDC COUNSEL	1,058.00
	24R-00555 FNL	MIDC COUNSEL	561.00
	24RO03261 FNL	MIDC COUNSEL	612.00
	24RO03383 FNL	MIDC COUNSEL	255.00
	24RO03570 FNL	MIDC COUNSEL	465.00
	24RO04306 FNL	MIDC COUNSEL	138.00
	24RO04310 FNL	MIDC COUNSEL	342.00
	24RO04800 FNL	MIDC COUNSEL	114.00
	24RO04951 FNL	MIDC COUNSEL	150.00
	24RO04968 BW	MIDC COUNSEL	178.00
	24RO04978 FNL	MIDC COUNSEL	162.00
	24RO05268 FNL	MIDC COUNSEL	240.00
	24RO05275 FNL	MIDC COUNSEL	138.00
	24RO05719 FNL	MIDC COUNSEL	162.00
	24RO06663 FNL	MIDC COUNSEL	168.00
	24RO06957 FNL	MIDC COUNSEL	126.00
	24RO06984 FNL	MIDC COUNSEL	114.00
TOTAL FOR: MARINA CHUPAC PLLC			6,525.00
06649	CINTAS CORPORATION LOC 031		
	4207163791	COURT MAT CLEANING	115.84
	4207597278	DPS MAT CLEANING	205.89
	4207903548	CITY HALL MAT CLEANING, SUPPLIES	261.69
	4208147099	MAT CLEANING	46.79
	4208312155	DPS MAT CLEANING	161.71
	4208868881	SENIOR CTR MAT CLEANING	46.79
	5231696306	FIRST AID SUPPLIES NORMANDY OAKS	386.70
	5233523107	FIRST AID SUPPLIES NORMANDY OAKS	251.38
	5234395603	FIRST AID SUPPLIES MEMORIAL PARK	105.28
	5234837205	FIRST AID SUPPLIES ARENA	108.70
	9291397876	DPS EYEWASH SERVICE AGREEMENT	146.00
	9291862319	DPS OPERATING SUPPLIES	120.10
TOTAL FOR: CINTAS CORPORATION LOC 031			1,956.87
02754	CITY OF BERKLEY		
	SEPT 2024	LEGACY FEES COLLECTED BY THE COURT	66.00
	SEPTEMBER 2024	FEES COLLECTED BY THE COURT	10,969.40
TOTAL FOR: CITY OF BERKLEY			11,035.40
UBREFUND	CLIFTON CHIERA		
	10/23/2024	UB refund for account: 2206400901	123.35
TOTAL FOR: CLIFTON CHIERA			123.35

Vendor Code	Vendor Name	Description	Amount
	Invoice		
18697	C-MORE GREEN INC. 7414	SOCCER FIELD SEEDING	2,400.00
	TOTAL FOR: C-MORE GREEN INC.		2,400.00
RBOND	COMPLETE HOME IMPROVEMENT BENG-230245	BD Bond Refund	5,000.00
	TOTAL FOR: COMPLETE HOME IMPROVEMENT		5,000.00
18722	MIKE CONRAD 101424	PERFORMER	200.00
	TOTAL FOR: MIKE CONRAD		200.00
00307	CONSUMERS ENERGY 0023 10/24 #2 0034 10/24 #2 1179 10/24 #2 7364 10/24 #2 7526 10/24 #2 8631 10/24 #2 9076 10/24 #2 9946 10/24 #2	400 E 11 MILE 212 S CENTER ST 110 E 11 MILE 316 E 11 MILE STE 1 222 E 11 MILE 450 E 11 MILE 203 S TROY ST 215 E 6TH ST	61.98 18.64 26.64 288.08 410.80 686.70 87.83 255.10
	TOTAL FOR: CONSUMERS ENERGY		1,835.77
06162	CONTRACT WELDING 178335	DUMPSTER FOR ANIMAL SHELTER	1,174.00
	TOTAL FOR: CONTRACT WELDING		1,174.00
00311	CONTRACTORS CONNECTION INC 7188594	OPERATING SUPPLIES	859.40
	TOTAL FOR: CONTRACTORS CONNECTION INC		859.40
08667	CONVERGENT TECHNOLOGY PARTNERS 18859	COMMUNICATIONS, VOIP PROJECT	300.00
	TOTAL FOR: CONVERGENT TECHNOLOGY PARTNERS		300.00
14414	CORE & MAIN V690129 V724934	CURB STOP/BOX, CLAY, COPPER, BRICKS, BLOCK, MORTAR, SEWER CEMENT	118.45 2,585.82
	TOTAL FOR: CORE & MAIN		2,704.27
RTAXX	CORELOGIC TAX SERVICES 10/23/2024 10/23/2024 10/23/2024	2024 Sum Tax Refund 72-25-16-328-004 2024 Sum Tax Refund 72-25-22-251-008 2024 Sum Tax Refund 72-25-22-382-075	1,388.94 2,739.57 3,051.96
	TOTAL FOR: CORELOGIC TAX SERVICES		7,180.47
13359	COSTAR REALTY INFORMATION, INC 121313682	DUES & MEMBERSHIPS COSTAR SUITE 10/1-31 2024	979.60
	TOTAL FOR: COSTAR REALTY INFORMATION, INC		979.60
18534	CRUIS'N MEDIA 2743	DREAM CRUISE ADS	1,575.00
	TOTAL FOR: CRUIS'N MEDIA		1,575.00
19522	CUT KING LAWN CARE 84520 84521 84522	LAWN CUT 3514 N MAIN LAWN CUT 103 NORMANDY LAWN CUT 705 S CAMPBELL	48.00 36.00 39.00
	TOTAL FOR: CUT KING LAWN CARE		123.00

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Vendor Code	Vendor Name	Description	Amount
	Invoice		
19572	GREGORY DABKOWSKI 110162024	LIBRARY LECTURE DEC. 5	250.00
	TOTAL FOR: GREGORY DABKOWSKI		250.00
RBOND	DAMIAN JACKSON 00269973	BD Payment Refund	66.00
	TOTAL FOR: DAMIAN JACKSON		66.00
19648	DBO INVESTMENTS 101424	ZBA APPLICATION 504 E 4TH ST	700.00
	TOTAL FOR: DBO INVESTMENTS		700.00
06483	TONY DE CAMP DECAMP 1573 DECAMP 48619	REIMBURSE MMRMA MEETING EXPENSE NOT PREVIOUSLY SUBM REIMBURSE MGFOA CONF EXPENSES	15.73 486.19
	TOTAL FOR: TONY DE CAMP		501.92
12321	MICHAEL DEAN 23BE03287 FNL 24B-01175 FNL 24BE02197 FNL 24BE03001 FNL 24R-00981 FNL 24R003107 FNL 24R003737 FNL 24R004449A FNL 24R004582 FNL 24R004816 FNL 24R004949 BW 24R005336 FNL 24R005749 FNL 24R006355 FNL	MIDC COUNSEL MIDC COUNSEL	340.00 210.00 150.00 120.00 150.00 240.00 120.00 160.00 240.00 150.00 120.00 120.00 150.00 150.00 120.00
	TOTAL FOR: MICHAEL DEAN		2,390.00
00370	DELTA DENTAL PLAN OF MICH NOV 2024 NOVEMBER 2024	PAYROLL RETIREMENT	25,691.32 24,735.05
	TOTAL FOR: DELTA DENTAL PLAN OF MICH		50,426.37
00372	DEMCO INC 7554041	LIBRARY OPERATING SUPPLIES	257.80
	TOTAL FOR: DEMCO INC		257.80
19627	JAMES DEMRES 09302024	JUROR FEE	17.00
	TOTAL FOR: JAMES DEMRES		17.00
19084	THE DENT SHOP 1506	VEHICLE 805 REPLACE REAR BUMPER	1,068.02
	TOTAL FOR: THE DENT SHOP		1,068.02
17485	DEPENDABLE WHOLESALE INC. 806902	VEHICLE REPAIR & MAINTENANCE PARTS	392.50
	TOTAL FOR: DEPENDABLE WHOLESALE INC.		392.50
18600	JAMES DICK 24R-00754 BW 24R-00803 FNL SP4389115 FNL	MIDC COUNSEL MIDC COUNSEL MIDC COUNSEL	780.00 1,380.00 330.00
	TOTAL FOR: JAMES DICK		2,490.00

Vendor Code	Vendor Name	Description	Amount
	Invoice		
19628	JOSEPH DONELKO 09302024	JUROR FEE	17.00
	TOTAL FOR: JOSEPH DONELKO		17.00
13350	DU ALL CLEANING 17260	CLEANING SERVICES COURT 9/1-30 2024	3,315.00
	TOTAL FOR: DU ALL CLEANING		3,315.00
19659	SARA EARL 3020546	OPEN SWIM MEMBERSHIP REFUND	15.00
	TOTAL FOR: SARA EARL		15.00
16179	EFFECTV CC342906 CC343155 CC345326 CC345327	COMMERCIAL ADS COMMERCIAL ADS COMMERCIAL ADS COMMERCIAL ADS	1,250.00 1,250.00 1,256.25 1,263.25
	TOTAL FOR: EFFECTV		5,019.50
12926	EGANIX, INC 21911	MICRO TAB FOR GREASE IN CBD SEWERS	8,080.00
	TOTAL FOR: EGANIX, INC		8,080.00
07963	EMERGENCY VEHICLES PLUS 020813	REPAIR PART FOR FIRE TRUCK	3,575.85
	TOTAL FOR: EMERGENCY VEHICLES PLUS		3,575.85
07636	FRANK EVERINGHAM 10222024	ELECTRICAL INSPECTOR 10/7-18	2,520.00
	TOTAL FOR: FRANK EVERINGHAM		2,520.00
13801	FERGUSON WATERWORKS #3386 0209870	WATER METERS & PARTS	6,590.00
	TOTAL FOR: FERGUSON WATERWORKS #3386		6,590.00
13756	PAULINA FINNEY 10162024	CONFERENCE	313.56
	TOTAL FOR: PAULINA FINNEY		313.56
06960	FIRST CHOICE SERVICES 018398 018399 018745 018746 018748 DT-28089 DT-29530 DT-29531 DT-29532 DT-36157 DT-36226 DT-36227	COFFEE SERVICES FIRE 2 COFFEE SERVICES SENIOR CTR COFFEE SERVICES FIRE 3 COFFEE SERVICES DPS COFFEE SERVICES LIBRARY COFFEE SERVICES DPS COFFEE SERVICES POLICE COFFEE SERVICES CITY HALL COFFEE SERVICES FIRE 1 COURT WATER COOLER 10/1-31 2024 COFFEE SERVICES CITY HALL BREWER RENTAL COFFEE SERVICES DPS ICE DISPENSER	410.15 521.19 229.55 545.88 337.42 96.86 460.33 685.27 456.91 135.00 75.00 165.00
	TOTAL FOR: FIRST CHOICE SERVICES		4,118.56
19621	FOLD-A-GOAL 216801A	SOCCER GOAL SET	4,677.00
	TOTAL FOR: FOLD-A-GOAL		4,677.00

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05004	FOUR SEASONS RADIATOR 20411A	VEHICLE REPAIR SERVICES	95.00
	TOTAL FOR: FOUR SEASONS RADIATOR		95.00
14775	FRAIBERG & PERNIE, PLLC. 18BE07178 FNL 23BE06375AB BW	MIDC COUNSEL MIDC COUNSEL	180.00 120.00
	TOTAL FOR: FRAIBERG & PERNIE, PLLC.		300.00
00507	FRENTZ AND SONS HARDWARE CO H439393 H440952 H441015 H441374 N3856 N3882 N3885 N3893 N3901 P5585 P5607 P5636 P5649 P5650 P5659 P5661 P5674 P5679 P5695 P5723	TOOLS & HARDWARE DISC. SUPPLIES TOOLS TOOLS & HARDWARE DISC. SUPPLIES TOOLS & HARDWARE DISC. SUPPLIES TOOLS TOOLS & HARDWARE DISC. SUPPLIES HIGHWAY CONCRETE DISC. SUPPLIES P&F TOOLS TOOLS & HARDWARE TOOLS & HARDWARE DISC. SUPPLIES TOOLS DISC. SUPPLIES TOOLS DISC. SUPPLIES TOOLS DISC. SUPPLIES TOOLS DISC. SUPPLIES TOOLS DISC. SUPPLIES TOOLS DISC. SUPPLIES WATER & SEWER REPAIR DISC. SUPPLIES TOOLS DISC. SUPPLIES DISC. SUPPLIES CHAMBER	25.89 8.99 2.69 40.29 12.85 19.59 11.33 3.21 96.15 58.94 265.84 33.20 3.76 45.12 19.06 12.89 15.20 33.57 11.54 167.37
	TOTAL FOR: FRENTZ AND SONS HARDWARE CO		887.48
19656	MATT GABBRAD 10222024	TOURNAMENT REIMBURSEMENT	1,495.00
	TOTAL FOR: MATT GABBRAD		1,495.00
00513	GABRIEL ROEDER SMITH & CO 489235 489236 489237	ACTUARIAL SERVICES JULY 1-SEPT. 30 2024 6/30/24 GASB STMT #67 & 68 VALUATION REPORT CRO EMP 6/30/24 GASB STMT #67 & 68 VALUATION REPORT CRO RET	4,245.00 8,063.00 8,063.00
	TOTAL FOR: GABRIEL ROEDER SMITH & CO		20,371.00
19629	JOSEPH GABRY 09302024	JUROR FEE	17.00
	TOTAL FOR: JOSEPH GABRY		17.00

Vendor Code	Vendor Name	Description	Amount
Invoice			
09977	PATRICK GAGNIUK		
	14-0582-CT FNL	MIDC COUNSEL	150.00
	15-83632 FNL	MIDC COUNSEL	610.00
	18BE07008 FNL	MIDC COUNSEL	180.00
	21-01589 FNL	MIDC COUNSEL	300.00
	22-01692 FNL	MIDC COUNSEL	1,625.00
	23-01567 FNL	MIDC COUNSEL	580.00
	23-01617 FNL	MIDC COUNSEL	540.00
	23-01636 FNL	MIDC COUNSEL	630.00
	23-01660 BW	MIDC COUNSEL	300.00
	23-01791 FNL	MIDC COUNSEL	570.00
	23-02201 FNL	MIDC COUNSEL	3,240.00
	23-02290 FNL	MIDC COUNSEL	630.00
	23B-01987 BW	MIDC COUNSEL	630.00
	23BE01917 FNL	MIDC COUNSEL	315.00
	23BE04436 FNL	MIDC COUNSEL	175.00
	23BE04634 FNL	MIDC COUNSEL	175.00
	23BE04738 FNL	MIDC COUNSEL	830.00
	23BE05416 FNL	MIDC COUNSEL	330.00
	23BE06238 FNL	MIDC COUNSEL	150.00
	23BE06351 FNL	MIDC COUNSEL	150.00
	23RO03755 FNL	MIDC COUNSEL	615.00
	23RO04996 FNL	MIDC COUNSEL	755.00
	23RO05161 FNL	MIDC COUNSEL	175.00
	23RO05597 FNL	MIDC COUNSEL	625.00
	23RO05602 FNL	MIDC COUNSEL	300.00
	23RO06326 FNL	MIDC COUNSEL	210.00
	23RO07032 FNL	MIDC COUNSEL	150.00
	23RO07378 BW	MIDC COUNSEL	270.00
	23RO07559 FNL	MIDC COUNSEL	180.00
	24-00355 FNL	MIDC COUNSEL	750.00
	24-00731 FNL	MIDC COUNSEL	660.00
	24-00736 BW	MIDC COUNSEL	660.00
	24-00737 FNL	MIDC COUNSEL	480.00
	24-00952 FNL	MIDC COUNSEL	990.00
	24-01200 FNL	MIDC COUNSEL	604.00
	24-01306 FNL	MIDC COUNSEL	605.00
	24-05823 FNL	MIDC COUNSEL	510.00
	24BE01596 FNL	MIDC COUNSEL	600.00
	24BE01613 BW	MIDC COUNSEL	210.00
	24BE02421 FNL	MIDC COUNSEL	210.00
	24BE02530 BW	MIDC COUNSEL	300.00
	24R-00538 FNL	MIDC COUNSEL	720.00
	24R-00689 FNL	MIDC COUNSEL	720.00
	24R-00722 FNL	MIDC COUNSEL	600.00
	24RO00505 FNL	MIDC COUNSEL	180.00
	24RO01731 FNL	MIDC COUNSEL	510.00
	24RO04179 BW	MIDC COUNSEL	270.00
	24RO04185A FNL	MIDC COUNSEL	420.00
	24RO04211 FNL	MIDC COUNSEL	150.00
	24RO04302 FNL	MIDC COUNSEL	150.00
	24RO04319 FNL	MIDC COUNSEL	150.00
	24RO04870 FNL	MIDC COUNSEL	360.00
	24RO04875 FNL	MIDC COUNSEL	120.00
	24RO04884 FNL	MIDC COUNSEL	120.00
	24RO05045 FNL	MIDC COUNSEL	150.00
	24RO05076 FNL	MIDC COUNSEL	300.00
	24RO05227 FNL	MIDC COUNSEL	180.00
	SP4421435 FNL	MIDC COUNSEL	187.00
TOTAL FOR: PATRICK GAGNIUK			27,256.00
05461	GALE/CENGAGE LEARNING		
	85792990	BOOKS	131.16
	85799548	BOOKS	78.72
TOTAL FOR: GALE/CENGAGE LEARNING			209.88

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INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF ROYAL OAK

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Vendor Code	Vendor Name	Description	Amount
Invoice			
RBOND	GARY RULE JR 00269292	BD Payment Refund	80.00
TOTAL FOR: GARY RULE JR			80.00
19630	JULIA GOLDSWORTHY 09302024	JUROR FEE	17.00
TOTAL FOR: JULIA GOLDSWORTHY			17.00
09839	JUAN M. GONZALEZ 24B-00054 FNL	MIDC COUNSEL	660.00
TOTAL FOR: JUAN M. GONZALEZ			660.00
16239	GOVHR USA 1-09-23-582	CITY MANAGER/ATTORNEY PERF EVAL CONSULTING	2,537.42
TOTAL FOR: GOVHR USA			2,537.42
00541	GRAINGER 9275368570 9276951572	EQUIPMENT REPAIR & MAINTENANCE SUPPLIES TOOLS & HARDWARE	7.00 31.99
TOTAL FOR: GRAINGER			38.99
15855	GRAND TRUNK WESTERN RAILROAD CO. 91759326	2024 AB&E RAILROAD FLAGMEN	1,375.00
TOTAL FOR: GRAND TRUNK WESTERN RAILROAD CO.			1,375.00
13084	GREAT LAKES WATER AUTHORITY CIN-0001350	IWC - SEPTEMBER 2024	14,256.90
TOTAL FOR: GREAT LAKES WATER AUTHORITY			14,256.90
18406	NICCOLAS GROCHOWSKI 101724	TRAVEL	120.47
TOTAL FOR: NICCOLAS GROCHOWSKI			120.47
16237	GUNNERS METERS & PARTS, INC. 16570 16793	METER COUPLINGS METER COUPLINGS	800.00 204.00
TOTAL FOR: GUNNERS METERS & PARTS, INC.			1,004.00
14505	ADAM HACKSTOCK 10222024	HOCKEY REFEREE	495.00
TOTAL FOR: ADAM HACKSTOCK			495.00
19658	DONNA HANES 7902	DEATH BENEFIT/WILLIAM HANES	4,000.00
TOTAL FOR: DONNA HANES			4,000.00
14424	HAVENER TECH 24104	SPRAY FOAM CATCH BASIN REHAB	12,500.00
TOTAL FOR: HAVENER TECH			12,500.00
00577	HEALTH ALLIANCE PLAN 100011072313	NOV 2024 PREMIUM	53,047.03
TOTAL FOR: HEALTH ALLIANCE PLAN			53,047.03
19074	HEALTHCHOICE OF MICHIGAN DECEMBER 2024	PT MEDICAL BENEFITS	1,351.78
TOTAL FOR: HEALTHCHOICE OF MICHIGAN			1,351.78

Vendor Code	Vendor Name Invoice	Description	Amount
07940	DOUGLAS HEDGES 10092024	REIMBURSE APA/AICP & CNU DUES; PLANETIZEN MEMBERSHI	1,136.95
	TOTAL FOR: DOUGLAS HEDGES		1,136.95
19541	SARA HEITMAN 101	SOBRIETY COURT REVIEW	540.00
	TOTAL FOR: SARA HEITMAN		540.00
02660	HERSCH'S INC 453237 453247	SOCER FIELD MIX SOCER FIELD EZ LAWN REPAIR	840.00 366.00
	TOTAL FOR: HERSCHE'S INC		1,206.00
19615	HOCKEY TIME PRODUCTIONS 10222024	TOURNAMENT REGISTRATION	1,880.00
	TOTAL FOR: HOCKEY TIME PRODUCTIONS		1,880.00
15477	HOME CITY ICE COMPANY 7005244638 7693241031	FARMERS MKT 33 BAGS OF ICE FARMERS MKT 26 BAGS OF ICE	180.23 143.06
	TOTAL FOR: HOME CITY ICE COMPANY		323.29
00599	HOME DEPOT 13764 2010300 2035568 3013210 3633630 5014562 6036409 8036075 9013943	PARKING DEPT BUILDING REPAIR SUPPLIES HIGHWAY CONCRETE SPLASH PAD SUPPLIES PARKING DEPT BUILDING REPAIR SUPPLIES SPLASH PAD TOOLS HIGHWAY CONCRETE SEWER CONCRETE SENIOR CTR SUPPLIES PARKING DEPT BUILDING REPAIR SUPPLIES	69.96 37.98 47.76 127.37 7.84 35.26 34.55 174.89 34.98
	TOTAL FOR: HOME DEPOT		570.59
02802	HOUR MEDIA LLC 2024-61123	AD	5,865.00
	TOTAL FOR: HOUR MEDIA LLC		5,865.00
14962	HOUSE ARREST SERVICES, INC 6599583-SEP	SOBRIETY COURT/DRUG PANEL TESTS	3,410.00
	TOTAL FOR: HOUSE ARREST SERVICES, INC		3,410.00
00608	HYDROCORP CI-02616	CROSS CONNECTION CONTROL PROGRAM INSPECTION/REPORT	17,515.00
	TOTAL FOR: HYDROCORP		17,515.00
17957	IAN KINDER LLC 10-12-24	RECREATION BABY/PET SITTER	780.00
	TOTAL FOR: IAN KINDER LLC		780.00
15824	IDEATION ORANGE 10911	LOGO DESIGN COURT	2,330.00
	TOTAL FOR: IDEATION ORANGE		2,330.00
06478	IMAGE PRINTING 83018	POSTERS	384.00
	TOTAL FOR: IMAGE PRINTING		384.00

Vendor Code	Vendor Name	Description	Amount
	Invoice		
19088	IMPERIAL DADE 90062841-00	CLEANING & JANITORIAL SUPPLIES CITY HALL	581.64
	TOTAL FOR: IMPERIAL DADE		581.64
15802	INGRAM LIBRARY SERVICES 84061822 84078374 84078375 84103403 84103404 84103405 84129650 84165596 84200398 84250437 84274527 84283508	BOOKS BOOKS BOOKS BOOKS BOOKS BOOKS BOOKS BOOKS BOOKS BOOKS BOOKS BOOKS BOOKS	289.07 498.18 200.52 24.46 804.71 470.33 1,279.41 208.87 329.66 1,688.44 1,019.63 668.50
	TOTAL FOR: INGRAM LIBRARY SERVICES		7,481.78
15798	INSIGHT PUBLIC SECTOR, INC. 1101207771	WATCHGUARD SUBSCRIPTION	1,980.00
	TOTAL FOR: INSIGHT PUBLIC SECTOR, INC.		1,980.00
13483	INTEGRITY BUSINESS SOLUTIONS 2617733-0 2618396-0 2621310-0 2621313-0	PAPER FOR COURT OFFICE SUPPLIES OFFICE SUPPLIES PAPER FOR HR	439.60 919.80 45.99 45.99
	TOTAL FOR: INTEGRITY BUSINESS SOLUTIONS		1,451.38
01179	IRON MOUNTAIN RECORDS MGT JVGR493	STORAGE	45.69
	TOTAL FOR: IRON MOUNTAIN RECORDS MGT		45.69
17239	SANDRA IRWIN 10042024	REIMBURSE LIBRARY OF MICHIGAN TOUR EXPENSES	119.57
	TOTAL FOR: SANDRA IRWIN		119.57
00656	JACK DOHENY SUPPLIES INC 244294	MISC SEWER PARTS FOR VACTORS/SEWER CAMERA REPAIR	3,391.74
	TOTAL FOR: JACK DOHENY SUPPLIES INC		3,391.74
03979	JAY'S SEPTIC TANK SERVICE I168287 I168433	HAND SANITIZER 1600 N CAMPBELL RD 10/14-11/10 HAND SANITIZER 617 HUDSON 10/15-11/11	339.00 140.00
	TOTAL FOR: JAY'S SEPTIC TANK SERVICE		479.00
17298	JCR SUPPLY INC 184798 184836	OPERATING SUPPLIES OPERATING SUPPLIES	622.70 76.92
	TOTAL FOR: JCR SUPPLY INC		699.62
01915	JH HART URBAN FORESTRY 105539 105653	TREE TRIMMING, REMOVAL & FORESTRY ISSUES 9/23-27 TREE TRIMMING, REMOVAL & FORESTRY ISSUES 9/30-10/5	17,136.07 12,435.56
	TOTAL FOR: JH HART URBAN FORESTRY		29,571.63

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	Invoice		
00680	JOE'S AUTO PARTS INC		
	177494	VEHICLE REPAIR & MAINTENANCE PARTS	23.79
	177511	VEHICLE REPAIR & MAINTENANCE PARTS	151.80
	TOTAL FOR: JOE'S AUTO PARTS INC		175.59
19657	SEAN JOHNSON		
	SJ9923	REFUND ROOM RENTAL DEPOSIT	200.00
	TOTAL FOR: SEAN JOHNSON		200.00
RBOND	JW Restoration Concepts Inc		
	00272998	BD Payment Refund	106.00
	BENG-240176	BD Bond Refund	1,000.00
	BENG-240178	BD Bond Refund	1,000.00
	BENG-240188	BD Bond Refund	1,000.00
	BENG-240200	BD Bond Refund	1,000.00
	TOTAL FOR: JW Restoration Concepts Inc		4,106.00
07719	LYNNE KALEITA		
	6449	ROSES	52.50
	6463	ROSES	60.00
	TOTAL FOR: LYNNE KALEITA		112.50
18610	PETER KALINOWSKI		
	10222024	HOCKEY REFEREE	225.00
	TOTAL FOR: PETER KALINOWSKI		225.00
09869	JENNIFER KASKI		
	2795108	OPEN SWIM MEMBERSHIP REFUND	63.75
	TOTAL FOR: JENNIFER KASKI		63.75
17818	LEAH KENNEY		
	KENNEY 4084	REIMBURSE PUMPKIN DECORATING PROGRAM SUPPLIES	40.84
	TOTAL FOR: LEAH KENNEY		40.84
03704	MIKE KINASZ		
	10222024	HOCKEY REFEREE SCHEDULING FEE	150.00
	TOTAL FOR: MIKE KINASZ		150.00
00112	THE KITCHEN INC		
	81908	PRISONER MEALS	365.73
	TOTAL FOR: THE KITCHEN INC		365.73
14247	STEPHEN KOWALSKI		
	2024-25 QWL	OWL EXPENSE REIMBURSEMENT	77.10
	TOTAL FOR: STEPHEN KOWALSKI		77.10
15537	LA GRASSO, ABDO & SILVERI PLLC		
	21BE02144 FNL	MIDC COUNSEL	420.00
	24BE02325 FNL	MIDC COUNSEL	270.00
	24RO05210 FNL	MIDC COUNSEL	150.00
	24RO06020 FNL	MIDC COUNSEL	150.00
	TOTAL FOR: LA GRASSO, ABDO & SILVERI PLLC		990.00
12663	LANGUAGE LINE SERVICES, INC.		
	11415126	INTERPRETER SERVICE	386.08
	TOTAL FOR: LANGUAGE LINE SERVICES, INC.		386.08

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Invoice			
15971	LARDNER ELEVATOR		
202763		COURT ELEVATOR MAINT. SEPT. 2024	600.00
TOTAL FOR: LARDNER ELEVATOR			600.00
19188	LAW OFFICES OF MICHAEL C. O'MALLEY		
22RO05407 FNL		MIDC COUNSEL	210.00
TOTAL FOR: LAW OFFICES OF MICHAEL C. O'MALLEY			210.00
10468	LAW OFFICES OF RANDALL J. SECONTINE		
24RO04317 FNL		MIDC COUNSEL	913.00
TOTAL FOR: LAW OFFICES OF RANDALL J. SECONTINE			913.00
19046	JASON LOCKE		
101424		PERFORMER	200.00
TOTAL FOR: JASON LOCKE			200.00
19631	TODD LEDINGHAM		
09302024		JUROR FEE	17.00
TOTAL FOR: TODD LEDINGHAM			17.00
19660	HANNAH LEFAVE		
2918238		OPEN SWIM MEMBERSHIP REFUND	5.00
TOTAL FOR: HANNAH LEFAVE			5.00
04678	LEXISNEXIS RISK SOLUTIONS		
1100026732		COMPUTER/TELECOM EQUIP LEASES & RENTALS	200.00
TOTAL FOR: LEXISNEXIS RISK SOLUTIONS			200.00
00751	THE LIBRARY NETWORK		
74488		JUL-SEP 2024 CIRCUIT SPEED, SHARED FIBER COST, INTE	1,733.72
75208		LIBRARY NETWORK/DATA SERVICES	1,825.22
75288		LIBRARY NETWORK/DATA SERVICES	3,495.00
TOTAL FOR: THE LIBRARY NETWORK			7,053.94
19363	LIFE FITNESS		
80123144		MAINTENANCE FOR FITNESS EQUIPMENT	5,972.40
TOTAL FOR: LIFE FITNESS			5,972.40
19664	ALEX LOPATIN		
10222024		REIMBURSE MIAM CODE CONF REGISTRATION	28.00
TOTAL FOR: ALEX LOPATIN			28.00
19652	ALISON LUCAS		
1042		LIBRARY TODDLERS YOGA PROGRAM OCT. 9	65.00
TOTAL FOR: ALISON LUCAS			65.00
18808	MADISON HEIGHTS PLUMBING		
202642		COPPER/COUPLING	150.30
TOTAL FOR: MADISON HEIGHTS PLUMBING			150.30
19661	ELIZABETH MAJEWSKI		
2852034		OPEN SWIM MEMBERSHIP REFUND	30.00
TOTAL FOR: ELIZABETH MAJEWSKI			30.00
09590	MANOOGIAN LAW, PLLC		
24R-00452 FNL		MIDC COUNSEL	630.00
24RO05314 FNL		MIDC COUNSEL	120.00
TOTAL FOR: MANOOGIAN LAW, PLLC			750.00

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Invoice			
09739	MANSFIELD CONSTRUCTION GP 2931	HOUSING REHAB	2,880.00
	TOTAL FOR: MANSFIELD CONSTRUCTION GP		2,880.00
19632	JOANNA MANSOUR 09302024	JUROR FEE	17.00
	TOTAL FOR: JOANNA MANSOUR		17.00
13858	MARK ANTHONY CONTRACTING, INC CAP2435 PE7 CAP2440 PE3 CAP2440 PE4	2024 ROAD RECONSTRUCTION IMPROVEMENTS CAP2435 2024 GREEN INFRASTRUCTURE IMPROVEMENTS CAP2440 2024 GREEN INFRASTRUCTURE IMPROVEMENTS CAP2440	260,482.42 369,245.36 242,707.20
	TOTAL FOR: MARK ANTHONY CONTRACTING, INC		872,434.98
08339	MAZUR MARKET MANAGEMENT LLC 241021	CONTRACTED WORKER SERVICES 2024-25 MMM 10/7-20 2024	16,758.23
	TOTAL FOR: MAZUR MARKET MANAGEMENT LLC		16,758.23
03556	TIMOTHY P MC GLINCHEY 17R005007 FNL 23R007689 FNL	MIDC COUNSEL MIDC COUNSEL	90.00 330.00
	TOTAL FOR: TIMOTHY P MC GLINCHEY		420.00
19633	CATHERINE MCCONNELL 09302024	JUROR FEE	17.00
	TOTAL FOR: CATHERINE MCCONNELL		17.00
19647	NICOLE MCEACHERN 101524	TRAVEL	325.00
	TOTAL FOR: NICOLE MCEACHERN		325.00
10945	DEBORAH MCKELVY 24R004133 FNL	MIDC COUNSEL	150.00
	TOTAL FOR: DEBORAH MCKELVY		150.00
15419	SARAH MCKENZIE 22R006430 FNL	MIDC COUNSEL	120.00
	TOTAL FOR: SARAH MCKENZIE		120.00
03386	MEADOWBROOK THEATRE MBT29608-OCT	SENIOR CTR DAY TRIP 12/4/24	498.00
	TOTAL FOR: MEADOWBROOK THEATRE		498.00
UBREFUND	MEGAN AUDET 10/23/2024	UB refund for account: 4519500701	30.15
	TOTAL FOR: MEGAN AUDET		30.15
04333	METAL MART USA 290238	VEHICLE REPAIR & MAINTENANCE PARTS	40.60
	TOTAL FOR: METAL MART USA		40.60
11553	METRO DETROIT REFEREES ASSOC ROA-Y_101524	SCHEDULING FEES & HOCKEY REFEREES 10/1-15 2024	1,020.00
	TOTAL FOR: METRO DETROIT REFEREES ASSOC		1,020.00
UBREFUND	MICHAEL RICH 10/23/2024	UB refund for account: 1828500701	900.00
	TOTAL FOR: MICHAEL RICH		900.00

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Invoice			
RBOND	Michigan Asphalt Paving, Inc.		
	BENG-240153	BD Bond Refund	3,500.00
TOTAL FOR: Michigan Asphalt Paving, Inc.			3,500.00
00869	MICHIGAN DEPT OF TRANSPORTATION		
	MDOT00297 CAP2407	2024 CROOKS RESURFACING IMPROVEMENTS	372,720.42
TOTAL FOR: MICHIGAN DEPT OF TRANSPORTATION			372,720.42
16512	MICHIGAN FARM NEWS		
	092461569	FARMERS MKT FV DIRECTORY 9/15 & 30 2024	200.00
TOTAL FOR: MICHIGAN FARM NEWS			200.00
06042	MICRO CENTER		
	11070785	TOOLS & HARDWARE	21.98
TOTAL FOR: MICRO CENTER			21.98
RBOND	MIDWEST COMMERCIAL CONSTRUCTION LLC		
	BB45884	BD Bond Refund	7,000.00
TOTAL FOR: MIDWEST COMMERCIAL CONSTRUCTION LLC			7,000.00
00899	MIDWEST TAPE		
	506204753	HOOPLA & MEDIA	178.84
	506204755	HOOPLA & MEDIA	90.72
TOTAL FOR: MIDWEST TAPE			269.56
10401	MICHAEL MITCHELL		
	1SEPARR24	MIDC COUNSEL	1,440.00
TOTAL FOR: MICHAEL MITCHELL			1,440.00
03594	MICHIGAN MUN RISK MGMT AUTH ECP		
	MMRMA-D24091003	SEPTEMBER 2024 ELECTRIC CHOICE PROGRAM	15,783.87
TOTAL FOR: MICHIGAN MUN RISK MGMT AUTH ECP			15,783.87
17066	MOBILE HEALTH RESOURCES, LLC		
	24718	MAILED SURVEYS FIRE DEPT SEPT 2024	580.25
TOTAL FOR: MOBILE HEALTH RESOURCES, LLC			580.25
18829	MICHAEL MOHSIN		
	07092024	INTERPRETER SERVICE, MILEAGE	115.46
	08132024	INTERPRETER SERVICE, MILEAGE	115.46
TOTAL FOR: MICHAEL MOHSIN			230.92
15511	VINCENT MORALES		
	10152024	REIMBURSE TRI-COUNTY PLUMBING INSPECTORS ASSOC REGI	30.00
TOTAL FOR: VINCENT MORALES			30.00
18856	RYAN MORAN		
	101424	REIMBURSEMENT FOR FUEL	190.00
TOTAL FOR: RYAN MORAN			190.00
10748	MR. GAS INC		
	0080095-IN	KNOB	256.00
TOTAL FOR: MR. GAS INC			256.00
19634	SPARTAK MYRTEZAJ		
	09302024	JUROR FEE	17.00
TOTAL FOR: SPARTAK MYRTEZAJ			17.00

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	Invoice		
19650	BASIT NAEEM 092624	INTERPRETER	120.00
	TOTAL FOR: BASIT NAEEM		120.00
05865	NAPA AUTO PARTS MADISON HEIGHTS 4323-903538 4323-903621 4323-903743 4323-904260 4323-904262 4323-904385	PURCHASE OF PARTS AS NEEDED PURCHASE OF PARTS AS NEEDED	390.96 116.64 15.60 37.34 21.14 225.54
	TOTAL FOR: NAPA AUTO PARTS MADISON HEIGHTS		807.22
11407	NATURAL COMMUNITY SERVICES 4164	NORMANDY OAKS MAINTENANCE OCT 2024	11,500.00
	TOTAL FOR: NATURAL COMMUNITY SERVICES		11,500.00
09821	NATURAL WAY 3057676	OPTIMIST PARK PEST CONTROL	429.40
	TOTAL FOR: NATURAL WAY		429.40
19212	NATURE'S BRUSH STUDIO 101924	PAINT LIKE BOB ROSS CLASS OCT. 19	384.00
	TOTAL FOR: NATURE'S BRUSH STUDIO		384.00
07664	JOHN NELLIS 6524 6525 6596	ROSES ROSES ROSES	40.00 50.00 40.00
	TOTAL FOR: JOHN NELLIS		130.00
16869	ERIC NISSANI NISSANI 9/26/24	INTERPRETER SERVICE	90.00
	TOTAL FOR: ERIC NISSANI		90.00
12632	NORTHWESTERN UNIVERSITY 27044	POLICE STAFF AND COMMAND SCHOOL FOR LT PLATT	4,700.00
	TOTAL FOR: NORTHWESTERN UNIVERSITY		4,700.00
19310	CRAIG NORTON 0-047-843-598	MECHANIC CERTIFICATION RENEWAL FEE	20.34
	TOTAL FOR: CRAIG NORTON		20.34
04675	NOWAK & FRAUS, PLLC 123683 123695 123700 123748	2021-2024 ASPHALT RESURFACING IMPROVEMENTS 2023 CONCRETE STREET REPAIR IMPROVEMENTS 2024 CROOKS ROAD RESURFACING 2023 CONCRETE STREET REPAIR IMPROVEMENTS	3,177.02 388.13 2,931.40 1,000.00
	TOTAL FOR: NOWAK & FRAUS, PLLC		7,496.55
00992	OAKLAND CO REGISTRAR OF DEED 10212024	DOCUMENT COPIES: SENIOR CTR DEEDS	5.00
	TOTAL FOR: OAKLAND CO REGISTRAR OF DEED		5.00
00993	OAKLAND CO REGISTRAR OF DEED 2709 10/10/24	RECORDING FEE	30.00
	TOTAL FOR: OAKLAND CO REGISTRAR OF DEED		30.00

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Invoice			
00998	OAKLAND COMMUNITY COLLEGE		
12530	TRAINING & EDUCATION		375.00
TOTAL FOR: OAKLAND COMMUNITY COLLEGE			375.00
06178	OAKLAND COUNTY		
CI046004	POLICE CLEMIS MEMBERSHIP USE, PARTICIPATION FEE JUL		14,754.75
CI046147	FIRE FRMS DEPARTMENT, FIRE HALL FEES JUL-SEP 2024		1,414.25
CI046576	JURY COURTHOUSE TECHNOLOGY		500.00
TOTAL FOR: OAKLAND COUNTY			16,669.00
00996	OAKLAND COUNTY TREASURER		
SEPTEMBER 2024	LIBRARY FUND		8,285.00
TOTAL FOR: OAKLAND COUNTY TREASURER			8,285.00
01007	ODP BUSINESS SOLUTIONS, LLC		
388841667001	85793581 OFFICE SUPPLIES		65.78
388842352001	85793581 OFFICE SUPPLIES		119.55
388935423001	85793581 OFFICE SUPPLIES		29.67
388936059001	85793581 OFFICE SUPPLIES		30.14
388936065001	85793581 OFFICE SUPPLIES		50.49
389208425001	85793581 OFFICE SUPPLIES		66.79
389858678001	85793581 OFFICE SUPPLIES		61.04
389859103001	85793581 OFFICE SUPPLIES		29.59
389859104001	85793581 OFFICE SUPPLIES		21.79
389982659001	85793581 OFFICE SUPPLIES		107.15
389983658001	85793581 OFFICE SUPPLIES		40.19
391775283001	85793581 OFFICE SUPPLIES		210.03
TOTAL FOR: ODP BUSINESS SOLUTIONS, LLC			832.21
15748	AUSTIN OLIVAN		
2024-25	BOOT ALLOWANCE		275.59
TOTAL FOR: AUSTIN OLIVAN			275.59
02215	ORIENTAL TRADING CO INC		
73320731101	LIBRARY YOUTH PROGRAM SUPPLIES		68.76
TOTAL FOR: ORIENTAL TRADING CO INC			68.76
17762	JAMES ORR		
377904	PARK BATHROOM CLEANING NORMANDY OAKS, STARR JAYCEE		1,820.00
TOTAL FOR: JAMES ORR			1,820.00
15880	OUTFRONT MEDIA		
06580224	BILLBOARD ADS		11,100.00
TOTAL FOR: OUTFRONT MEDIA			11,100.00
09095	PARK RITE WAYNE, LLC		
2547	MONTHLY MGMT FEE FOR PARKING STRUCTURES SEPT 2024		48,111.39
839406	SHOP ROYAL PARKING		87.00
TOTAL FOR: PARK RITE WAYNE, LLC			48,198.39
19635	FREDERICK PATTERSON		
09302024	JUROR FEE		17.00
TOTAL FOR: FREDERICK PATTERSON			17.00
05755	PATRIOT SIGNAGE		
2241172	VOTER PARKING SIGNS		378.00
TOTAL FOR: PATRIOT SIGNAGE			378.00

Vendor Code	Vendor Name	Description	Amount
	Invoice		
18768	CRAIG PEISER 10222024	HOCKEY REFEREE	450.00
	TOTAL FOR: CRAIG PEISER		450.00
02783	PERMA-BOUND 1997879-00	BOOKS	472.03
	TOTAL FOR: PERMA-BOUND		472.03
RTAXX	PERRY, SARAH 10/23/2024	2024 Sum Tax Refund 72-25-17-276-019	98.54
	TOTAL FOR: PERRY, SARAH		98.54
07787	BRENDA PEZNOWSKI 6301 ROSES 6302 ROSES		30.00 60.00
	TOTAL FOR: BRENDA PEZNOWSKI		90.00
16897	JOSEPH PHILLIPS 10CTVOP24	MIDC COUNSEL	563.00
	TOTAL FOR: JOSEPH PHILLIPS		563.00
18472	MAURITA PLOUFF 101524	FALL COOKING CLASSES	196.00
	TOTAL FOR: MAURITA PLOUFF		196.00
01055	POCO SALES INC 41672 ARTS, BEATS, EATS MESSAGE BOARDS 41673 DREAM CRUISE & ARTS, BEATS, EATS DRUM RENTAL		4,000.00 4,950.00
	TOTAL FOR: POCO SALES INC		8,950.00
16248	LELAND POIRIER 5960 ROSES 6405 ROSES 6556 ROSES 6559 ROSES 6560 ROSES 6612 ROSES 6923 ROSES 6927 ROSES 6931 ROSES 6934 ROSES 6937 ROSES		20.00 20.00 20.00 20.00 20.00 20.00 20.00 20.00 20.00 20.00
	TOTAL FOR: LELAND POIRIER		220.00
19070	PREMIERE PLUS MADISON HTS, LLC FALL 2024 YOUTH DANCE CLASSES		7,717.50
	TOTAL FOR: PREMIERE PLUS MADISON HTS, LLC		7,717.50
11305	PREMISE HEALTH EMPLOYER SOLUTIONS 250962 MILIFE ROYAL OAK STAFFING & EXPENSES 9/1-30 2024 250967 13 MILE MEDICATIONS/LAB FEES 9/1-30 2024		8,256.85 2,953.63
	TOTAL FOR: PREMISE HEALTH EMPLOYER SOLUTIONS		11,210.48
01074	PROFESSIONAL SERVICE INDUSTRIES INC 00950249 CAP2440 GREEN INFRASTRUCTURE IMPROVEMENTS		1,379.50
	TOTAL FOR: PROFESSIONAL SERVICE INDUSTRIES INC		1,379.50

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Invoice			
00371	PROGRESSIVE PLUMBING SUPPLY		
	2649188	MAINTENANCE PARTS POLICE	511.00
	2649581	MAINTENANCE SUPPLIES	67.39
	2649641	MAINTENANCE PARTS	89.23
	2649649	MAINTENANCE PARTS	99.17
	TOTAL FOR: PROGRESSIVE PLUMBING SUPPLY		766.79
01085	PRUDENTIAL HEALTHCARE GROUP		
	NOV 2024	RETIREMENT	93.69
	NOV 2024 LTD	LONG-TERM DISABILITY	3,615.75
	NOV 2024 STD	SHORT-TERM DISABILITY	3,741.11
	NOVEMBER 2024	PAYROLL	6,515.97
	TOTAL FOR: PRUDENTIAL HEALTHCARE GROUP		13,966.52
15797	THE PUBLIC GROUP		
	1696557	SEPT AUCTIONS	654.01
	TOTAL FOR: THE PUBLIC GROUP		654.01
17619	QUENCH USA, INC.		
	INV08068278	DPS CHUNGH0700ICE 10/12-11/12 2024	53.21
	TOTAL FOR: QUENCH USA, INC.		53.21
14899	RAPID GROUP, LLC		
	222299	COURT SECURITY TOTERS	260.00
	222340	SECURITY TOTERS/DOCUMENT SHREDDING	120.00
	TOTAL FOR: RAPID GROUP, LLC		380.00
19636	SARAH RAUDSZUS		
	09302024	JUROR FEE	17.00
	TOTAL FOR: SARAH RAUDSZUS		17.00
17503	CHARLES REDDIE SR.		
	6341	ROSES	50.00
	6342	ROSES	40.00
	6343	ROSES	42.00
	6344	ROSES	50.00
	6345	ROSES	40.00
	6346	ROSES	25.00
	6347	ROSES	55.00
	6348	ROSES	40.00
	TOTAL FOR: CHARLES REDDIE SR.		342.00
19279	ANDREW REID		
	10222024	HOCKEY REFEREE	225.00
	TOTAL FOR: ANDREW REID		225.00
15212	JONATHON RHIND		
	10222024	HOCKEY REFEREE	180.00
	TOTAL FOR: JONATHON RHIND		180.00
19655	JAMES RICE		
	2000586.002	REFUND ICE RINK RENTAL PAYMENT	480.00
	TOTAL FOR: JAMES RICE		480.00
08377	RKA PETROLEUM COMPANIES		
	0438034	PURCHASE OF FUEL	28,505.48
	0438035	PURCHASE OF FUEL	29,455.74
	TOTAL FOR: RKA PETROLEUM COMPANIES		57,961.22

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	Invoice		
07805	SUSAN ROBB 101424	ART CLASS	134.40
	TOTAL FOR: SUSAN ROBB		134.40
18243	ROBINSON CAPITAL MANAGEMENT 471576	SEPT 2024 MANAGEMENT FEES	884.08
	TOTAL FOR: ROBINSON CAPITAL MANAGEMENT		884.08
05305	ROCKET ONE STOP OFFICE 83365	PARK CLOSED, INVASIVE SPECIES TREATMENT SIGNS	441.00
	TOTAL FOR: ROCKET ONE STOP OFFICE		441.00
18514	ROLAR PROPERTY SERVICES, INC. 101424	LOCKMAN PARK IMPROVEMENTS CAP2361	115,673.07
	TOTAL FOR: ROLAR PROPERTY SERVICES, INC.		115,673.07
16760	ROSATI SCHULTZ JOPPICH & AMTSBUECHL 1082164	SPECIAL COUNSEL	122.50
	TOTAL FOR: ROSATI SCHULTZ JOPPICH & AMTSBUECHL		122.50
01157	ROSE PEST SOLUTIONS 245572C	SENIOR CENTER COMMERCIAL APPLICATION	165.00
	31150009	PEST CONTROL SERVICES	186.00
	31155624	DPS BIRD MGMT	58.00
	31155654	DPS BIRD MGMT	58.00
	31155706	LIBRARY PEST CONTROL	63.00
	31155711	PEST CONTROL SERVICES	69.00
	31155732	FARMERS MKT PEST CONTROL	57.00
	31157241	LIBRARY CANINE INSPECTION	325.00
	TOTAL FOR: ROSE PEST SOLUTIONS		981.00
02742	ROWERDINK INC 02HT7899	VEHICLE REPAIR & MAINTENANCE PARTS/VEHICLE BATTERIE	255.20
	07HT7902	VEHICLE REPAIR & MAINTENANCE PARTS/VEHICLE BATTERIE	218.16
	TOTAL FOR: ROWERDINK INC		473.36
08650	ROYAL OAK FORD 411572	VEHICLE REPAIR & MAINTENANCE PARTS	198.68
	411573	VEHICLE REPAIR & MAINTENANCE PARTS	180.87
	411622	VEHICLE REPAIR & MAINTENANCE PARTS	38.23
	411624	VEHICLE REPAIR & MAINTENANCE PARTS	198.68
	CM411528	CREDIT - VEHICLE REPAIR & MAINTENANCE PARTS	(250.00)
	TOTAL FOR: ROYAL OAK FORD		366.46
07697	ROYAL OAK RESTAURANT ASSOC 101124	BEER STROLL	10,000.00
	TOTAL FOR: ROYAL OAK RESTAURANT ASSOC		10,000.00
01167	ROYAL OAK YOUTH ASSISTANCE CRO 2024 Q3	AGREEMENT BETWEEN RO AND ROYA 3RD QTR SPONSORSHIP	5,000.00
	TOTAL FOR: ROYAL OAK YOUTH ASSISTANCE		5,000.00
03163	RYBICKI TOURS RT29604-FALL	SENIOR CENTER DAY TRIP ANN ARBOR FARMERS MKT	974.70
	TOTAL FOR: RYBICKI TOURS		974.70
18264	TAKAYUKI SAKAGUCHI TS29613-FALL	SUSHI-MAKING CLASS OCT. 21	67.20
	TOTAL FOR: TAKAYUKI SAKAGUCHI		67.20

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	Invoice		
19637	PAUL SCHIMMICK 09302024	JUROR FEE	17.00
	TOTAL FOR: PAUL SCHIMMICK		17.00
13609	ROB SCOTT 10222024	HOCKEY REFEREE	270.00
	TOTAL FOR: ROB SCOTT		270.00
16343	SEDWICK 119639	FMLA/ADAAA ADMINISTRATION SERVICES OCT 2024	1,031.36
	TOTAL FOR: SEDGWICK		1,031.36
12064	SEI INVESTMENTS 145491	PENSION MANAGEMENT SERVICES 7/1-9/30 2024	183,621.00
	TOTAL FOR: SEI INVESTMENTS		183,621.00
14337	SEIZERT CAPITAL PARTNERS 100724	JUL-SEP 2024 RETIREE HEALTH CARE TRUST MGMT FEE	26,539.00
	TOTAL FOR: SEIZERT CAPITAL PARTNERS		26,539.00
03783	SHERWIN WILLIAMS 0439-6	TOOLS & HARDWARE	94.35
	TOTAL FOR: SHERWIN WILLIAMS		94.35
19638	APRIL SHOWLER 09302024	JUROR FEE	17.00
	TOTAL FOR: APRIL SHOWLER		17.00
18488	JOSEPH L. SHREEMAN 20-01745 FNL 23BE03947 FNL 24R002172 FNL 24R004983 FNL 24R004987 FNL 24R004990 FNL 24R005294 FNL 24R005555 FNL 24R005629 FNL 24R0057685 FNL 24R006661 FNL SP4427120 FNL	MIDC COUNSEL MIDC COUNSEL	1,110.00 420.00 870.00 120.00 120.00 240.00 180.00 120.00 780.00 150.00 180.00 30.00
	TOTAL FOR: JOSEPH L. SHREEMAN		4,320.00
19662	BRIAN SIENKIEWICZ 2780754	OPEN SWIM MEMBERSHIP REFUND	45.00
	TOTAL FOR: BRIAN SIENKIEWICZ		45.00
14360	SIMBOL AUTO GLASS 00097713	VEHICLE REPAIR SERVICES	700.00
	TOTAL FOR: SIMBOL AUTO GLASS		700.00
12695	SIMPLY TECHNOLOGY LLC BV5981	BUSINESS VOIP STANDARD SERVICE 10/1-31 2024	81.36
	TOTAL FOR: SIMPLY TECHNOLOGY LLC		81.36
01177	SLC METER LLC 278232	CURB BOX LID	702.10
	TOTAL FOR: SLC METER LLC		702.10

User: JudyG

EXP CHECK RUN DATES 10/29/2024 - 10/29/2024

DB: Royal Oak

JOURNALIZED

PAID

Vendor Code	Vendor Name	Description	Amount
	Invoice		
19237	LEE SPENCER SMITH		
	6177	ROSES	75.00
	6179	ROSES	85.00
	6180	ROSES	25.50
	6184	ROSES	20.00
	6185	ROSES	93.50
	TOTAL FOR: LEE SPENCER SMITH		299.00
13564	SANDRA MYERS SMITH		
	6435	ROSES	90.00
	6486	ROSES	60.00
	6487	ROSES	135.00
	6488	ROSES	60.00
	6489	ROSES	90.00
	TOTAL FOR: SANDRA MYERS SMITH		435.00
01221	SOCRRA		
	S-INV108670	REFUSE, RECYCLING, YARD WASTE COLLECTION/DISPOSAL O	243,198.00
	TOTAL FOR: SOCRRA		243,198.00
01220	SONITROL GREAT LAKES		
	564091	BUILDING SECURITY SERVICES	532.20
	TOTAL FOR: SONITROL GREAT LAKES		532.20
01228	SPARTAN DISTRIBUTORS INC		
	11909690	EQUIPMENT REPAIR SUPPLIES	263.93
	TOTAL FOR: SPARTAN DISTRIBUTORS INC		263.93
RTAXX	SPENCER, GARRY		
	10/23/2024	2024 Sum Tax Refund 72-25-22-337-006	658.87
	TOTAL FOR: SPENCER, GARRY		658.87
16920	SRM CONCRETE		
	1080316434	CONCRETE	895.00
	1080318882	CONCRETE	1,248.00
	1080318883	CONCRETE	1,323.50
	1080320368	CONCRETE	1,534.00
	1080321092	CONCRETE	1,399.00
	1080321093	CONCRETE	1,036.00
	TOTAL FOR: SRM CONCRETE		7,435.50
19639	GEOFFREY STACHURA		
	09302024	JUROR FEE	17.00
	TOTAL FOR: GEOFFREY STACHURA		17.00
16770	STAPLES		
	6013990777	SENIOR CTR OFFICE SUPPLIES	55.46
	7002561496	LETTERS	29.47
	7002594483	OFFICE SUPPLIES	13.79
	7002604068	OFFICE SUPPLIES	73.35
	TOTAL FOR: STAPLES		172.07
18862	STATE OF MICHIGAN		
	SEP 2024 SALES/WH	SALES & WITHHOLDING TAX SEPT. 2024	558.61
	TOTAL FOR: STATE OF MICHIGAN		558.61
01259	STATE OF MICHIGAN		
	551-644669	ARTS, BEATS, EATS TROOPER OVERTIME, TRAFFIC SERVICE	33,711.02
	SEPTEMBER 2024	FEES/LEGACY FEES COLLECTED BY THE COURT	53,161.52
	TOTAL FOR: STATE OF MICHIGAN		86,872.54

Vendor Code	Vendor Name	Description	Amount
	Invoice		
16183	MICHAEL L. STEINBERG 24RO03281A FNL 24RO04245 FNL	MIDC COUNSEL MIDC COUNSEL	180.00 180.00
	TOTAL FOR: MICHAEL L. STEINBERG		360.00
07643	SUBURBAN ARENA MNGMT ROYAL OAK 1553	ARENA MANGEMENT	37,379.65
	TOTAL FOR: SUBURBAN ARENA MNGMT ROYAL OAK		37,379.65
12607	SUPPLYDEN 529877-00 530391-00	ARENA CLEANING SUPPLIES ARENA CLEANING SUPPLIES	96.20 113.18
	TOTAL FOR: SUPPLYDEN		209.38
RTAXX	TATSEOS, PAUL E 10/23/2024	2024 Sum Tax Refund 72-25-15-305-006	80.00
	TOTAL FOR: TATSEOS, PAUL E		80.00
RTAXX	THOMAS, NORMA LEE 10/23/2024	2024 Sum Tax Refund 72-25-16-306-005	3,102.90
	TOTAL FOR: THOMAS, NORMA LEE		3,102.90
03545	THOMSON REUTERS - WEST 850835264 850835265 850851051	COURT/ATTORNEY BOOKS & SUBSCRIPTIONS COURT/ATTORNEY BOOKS & SUBSCRIPTIONS COURT/ATTORNEY BOOKS & SUBSCRIPTIONS	286.64 1,775.45 521.59
	TOTAL FOR: THOMSON REUTERS - WEST		2,583.68
03113	TRINITY TOOL CO 709453	VEHICLE REPAIR & MAINTENANCE PARTS	216.95
	TOTAL FOR: TRINITY TOOL CO		216.95
RBOND	TROWBRIDGE HOMES CONSTRUCTION LLC BB45329 BB45330	BD Bond Refund BD Bond Refund	1,250.00 1,250.00
	TOTAL FOR: TROWBRIDGE HOMES CONSTRUCTION LLC		2,500.00
11575	TUMBLEBUNNIES GYMNASTICS, INC ROYAL-43250	GYMNASTIC CLASSES	2,100.00
	TOTAL FOR: TUMBLEBUNNIES GYMNASTICS, INC		2,100.00
01369	TWI TIRE WHOLESALERS 8807129-00 8807129-01 8808288-00	PURCHASE OF TIRES AS NEEDED PURCHASE OF TIRES AS NEEDED PURCHASE OF TIRES AS NEEDED	679.98 25.80 1,610.18
	TOTAL FOR: TWI TIRE WHOLESALERS		2,315.96
19369	U.S. GREEN BUILDING COUNCIL 8000	BENCHMARKING 14 BUILDINGS 10/1/24-9/30/25	7,750.00
	TOTAL FOR: U.S. GREEN BUILDING COUNCIL		7,750.00
05356	ULINE 183996290	OPERATING SUPPLIES POLICE	224.29
	TOTAL FOR: ULINE		224.29
19644	BARB ULRICH BU001	CHINA PAINTING CLASS	88.00
	TOTAL FOR: BARB ULRICH		88.00

Vendor Code	Vendor Name	Description	Amount
Invoice			
RBOND	UNDERGROUND CONTRACTORS INC BENG-230132	BD Bond Refund	20,000.00
	TOTAL FOR: UNDERGROUND CONTRACTORS INC		20,000.00
13627	UTECH 334419	PRINTER MAINTENANCE & SUPPORT 10/15-11/14 2024	6,748.78
	TOTAL FOR: UTECH		6,748.78
02028	VENUS BRONZE WORKS INC 100924	STAR DREAM SCULPTURE INSPECTION & MAINTENANCE	8,000.00
	TOTAL FOR: VENUS BRONZE WORKS INC		8,000.00
19087	VERDETERRE CONTRACTING, INC. CAP2410 PE6	2024 WATER MAIN IMPROVEMENTS	548,431.16
	TOTAL FOR: VERDETERRE CONTRACTING, INC.		548,431.16
15926	Antonia Vivian VIVIAN 10/7/24	INTERPRETER SERVICE	90.00
	VIVIAN 9/27/24	INTERPRETER SERVICE, MILEAGE	111.44
	TOTAL FOR: Antonia Vivian		201.44
14785	JOSEPH STEPHEN WARNER 10222024	HOCKEY REFEREE	315.00
	TOTAL FOR: JOSEPH STEPHEN WARNER		315.00
19663	DEREK WATKINS 2800883	OPEN SWIM MEMBERSHIP REFUND	30.00
	TOTAL FOR: DEREK WATKINS		30.00
19645	WELLNESS FIRST 100124	WELLNESS WORKSHOP	150.00
	TOTAL FOR: WELLNESS FIRST		150.00
09802	RYAN WILK 10222024	HOCKEY REFEREE	180.00
	TOTAL FOR: RYAN WILK		180.00
07398	WILLIAM COOK FIRE PROTECTION ABE2024	ARTS BEATS EATS LOT RENTAL 35%	1,344.00
	TOTAL FOR: WILLIAM COOK FIRE PROTECTION		1,344.00
17265	VALERIE WILSON WILSON 11/19/24	LIBRARY IN-PERSON COOKING CLASS NOV 19	300.00
	TOTAL FOR: VALERIE WILSON		300.00
10484	KYLE WOLSCHLAGER 10172024	REIMBURSE FALL TEAM-BUILDING EVENT EXPENSE	334.60
	TOTAL FOR: KYLE WOLSCHLAGER		334.60
09794	WOLVERINE FREIGHTLINER 745066	VEHICLE REPAIR & MAINTENANCE PARTS	217.31
	TOTAL FOR: WOLVERINE FREIGHTLINER		217.31
05315	WORRY FREE INC 24-79092	MAINTENANCE/LANDSCAPING SERVICES	13,200.00
	24-79109	GRUB APPLICATION	190.68
	24-79118	NORMANDY OAKS POWER WASH SPLASH PAD	812.00
	TOTAL FOR: WORRY FREE INC		14,202.68

10/24/2024 12:29 PM

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF ROYAL OAK  
User: JudyG  
DB: Royal Oak  
EXP CHECK RUN DATES 10/29/2024 - 10/29/2024  
JOURNALIZED  
PAID

Page: 28/28

Vendor Code	Vendor Name		Amount
	Invoice	Description	
19640	ALEXANDRIA WRIDE 09302024	JUROR FEE	17.00
	TOTAL FOR: ALEXANDRIA WRIDE		17.00
17414	GILBERT YBARRA 2024-25	BOOT ALLOWANCE	196.05
	TOTAL FOR: GILBERT YBARRA		196.05
15921	JORDAN ZUPPKE, PLLC 24-02561 FNL	MIDC COUNSEL	420.00
	TOTAL FOR: JORDAN ZUPPKE, PLLC		420.00
	TOTAL - ALL VENDORS		3,455,875.16

### Disposal of Surplus Property

October 17, 2024

The Honorable Mayor Fournier and  
Members of the City Commission:

Please find below, city property that the administration is requesting to be declared as surplus and allowed for sale at auction. As a general procedure, any property that is not sold at auction will be recycled or thrown out.

Information Systems:

As Is - No hard drives - no power cords	Quantity
<b>Computer</b>	
Dell Optiplex 7470	16
Dell Optiplex 7460	12
Dell Optiplex 7450	2
Dell Optiplex 7440	1
Dell Optiplex 3030	1

If the city commission is in agreement, the following resolution is recommended for approval:

**BE IT RESOLVED**, the city commission declares the above property surplus and authorizes the disposal of the items by auction. Any net proceeds from the sale of items listed under "information systems" will be deposited into the information systems fund miscellaneous revenue account 636.000.67100.

Respectfully submitted,

Kymberly Coy  
Finance Director

Approved,

Mark Wollenweber  
Interim City Manager



## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	Approval of Michigan Drug Court Grant Program Contract Fiscal Year 2024-2025	
<b>SUBMITTING DEPARTMENT</b>	Choose an item.	
<b>PRESENTER</b>	[Document Description]	
<b>MEETING DATE</b>	October 28, 2024	
<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 Honorable Derek Meinecke, Chief District Court Judge, and the Honorable Andrew Kowalkowski, District Court Judge, have in a letter dated October 15, 2024 (attached) requested the city commission approve the contract to participate in the Michigan Drug Court Grant Program for the fiscal year 2024-2025.

As outlined in the letter, the program known at the 44<sup>th</sup> District Court as the Sobriety Court is not just a highly successful program in terms of numbers, it is integral to the lives of those individuals who are able to move forward in their lives free from the burden of drug/alcohol addiction and can only be described as priceless.

By state mandate the 44<sup>th</sup> District Court is required to provide sufficient probation personnel to work with the individuals in the program. The grant provides the funding for the personnel costs to allow the Court to remain in compliance without seeking additional funding from the City.

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### Fiscal Impact

BUDGET SUMMARY	
<b>EXPENDITURE REQUIRED</b>	<b>Not Applicable</b>
<b>AMOUNT CURRENTLY BUDGETED</b>	<b>Not Applicable</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)

The other fiscal impacts are in the form of positive impacts. The grant monies received allow the Court to maintain a high rate of service to individuals in the Sobriety Court without having to impact the funding unit's budget.

**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.)*

Revenue impact is directly aligned with the fiscal impact as described above, it is a positive impact with the grant providing money for required probation personnel to oversee the Sobriety Court clients.

**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.)*

Workload is set by the State of Michigan that each probation officers can have no more than 50 clients assigned and due to the success of the Sobriety Court Program at the 44<sup>th</sup> District Court, 95 individuals are currently in the Sobriety Court Program, thus requiring the Court to maintain two probation department personnel.

**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 operational impact of the grant is immense. As stated above with the State requirement set at 50, if the grant was not available the Sobriety Court with either find itself in the untenable situation of denying clients access or seeking budget relief from the funding unit, the City. The ability to maintain the highest standard and levels of participation is the goal to ensure these individuals are able to lead healthy and productive lives and be positive contributors to the Royal Oak Community.

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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.*

Creates a healthy and safe community by supporting members of the community who are recovering from addiction and positively impacts the community by keeping these individuals as healthy and productive members who can contribute to the community in positive ways.

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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.*

No community engagement is required.

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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:*

There was no board or commission engaged in discussion on this item.

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## **LEGAL COMMENTS**

### **PROPOSED COMMISSION RESOLUTION:**

**BE IT RESOLVED**, the Royal Oak City Commission hereby approves the Michigan Drug Court Grant Program Contract for the 44<sup>th</sup> District Court in the amount of \$91,000.00 for the period of October 1, 2024 to September 30, 2025.

**BE IT FINALLY RESOLVED**, the Mayor and City Clerk are authorized to execute the State Fiscal Year 2024-2025 Michigan Drug Court Grant Program Contract.

### **ATTACHMENTS:**

October 15, 2024 Letter of Request from The Honorable Derek Meinecke and The Honorable Andrew Kowalkowski 44<sup>th</sup> District Court

September 16, 2024 Letter of Award of Grant from Thomas P. Boyd, State Court Administrator, Michigan Supreme Court

# STATE OF MICHIGAN

ANDREW W. KOWALKOWSKI  
DEREK W. MEINECKE  
DISTRICT JUDGES



TAMARA BONE  
COURT ADMINISTRATOR

## 44TH DISTRICT COURT

400 EAST ELEVEN MILE ROAD  
ROYAL OAK, MICHIGAN 48068  
248.246.3600

### FY 2024-2025 Michigan Drug Court Grant Program Contract – 44<sup>th</sup> District Court

October 15, 2024

The Honorable Mayor and  
Members of City Commission

The 44<sup>th</sup> District Court Sobriety Court program is recognized as one of the most active among district courts. The purpose of the program is to remove dependence on alcohol/drugs in participants' lives, restore their sense of worth to themselves, and set them upon a path of positive contribution to the community, with their family and in the workforce. It is an intensive program up to two years in duration depending on receptiveness of the individual. Since 2011, over 300 people have graduated from the program.

In 2015, there were 33 people progressing through the program at any one time. Today, the number has risen to an average of 95 people working through the program at any one time. Prior to 2017, the Court had just one sobriety court probation officer to work with and oversee the myriad of details associated with an intensive sobriety court. This is double the case load recognized by state and national experts as being the maximum that should be handled by one probation officer and still have effective case management and interaction with the clients.

The Supreme Court Administrative Office implemented specialty court certification standards that require, in part, a specialty court probation officer have no more than 50 cases. Failure to be certified will interfere with tools the Court utilizes to motivate and engage sobriety court participants. The Court leadership has come to accept that Sobriety Court cannot effectively serve the client population it has with just one probation officer. Long term, it is not a practical model to continue and, because of certification, it could have a negative impact on what is a successful protocol.

To address this, the Court applied for and was awarded an initial grant in October, 2017, through the Michigan Drug Court Grant Program. This grant was used to hire/pay for an additional probation officer and cover some of the expendable expenses of the program. We received a grant this year for \$91,000 which will be used for the same purposes. Grant money is reimbursed to the city on a quarterly basis. Funding the position with grant funds relieves, or at least postpones, the Court having to ask to directly fund the position in our budget.

It is recommended the following resolutions be approved by the city commissioners to support the 44<sup>th</sup> District Court Sobriety Court Program.

**Be It Resolved** the City Commission hereby approves the Michigan Drug Court Grant Program Contract for the 44<sup>th</sup> District Court in the amount of \$91,000 for the period October 1, 2024 through September 30, 2025.

**Be it Resolved** the Mayor is authorized to execute the FY 2024-2025 Michigan Drug Court Grant Program Contract.

Respectfully Submitted,



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Hon. Derek W. Meinecke  
Chief District Court Judge



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Hon. Andrew W. Kowalkowski  
District Court Judge



## Michigan Supreme Court

State Court Administrative Office  
Michigan Hall of Justice  
P.O. Box 30048  
Lansing, Michigan 48909  
Phone 517-373-0128

Thomas P. Boyd  
State Court Administrator

September 16, 2024

Honorable Derek W. Meinecke, Chief Judge/Program Judge  
44th District Court  
400 E. 11 Mile Road  
Royal Oak, MI 48068

Re: Michigan Drug Court Grant Program Award Notification  
44th District Court — Hybrid DWI/Drug Court  
SCAO UI: U10100

Dear Chief Judge Meinecke:

I am pleased to inform you that your application for funding through the Michigan Drug Court Grant Program (MDCGP) has been approved. On behalf of the State Court Administrative Office (SCAO), I am delighted to award your court a grant in the amount of \$91,000 to support your problem-solving court program. This award is for the grant period October 1, 2024, through September 30, 2025, and is contingent upon SCAO being awarded and receiving federal grant awards in the full amount requested.

Your court's fiscal year 2025 contract will be e-mailed from DocuSign to your project director, Tami Bone. Please review the contract carefully and sign it by December 13, 2024. The budget, based on your court's actual award, must be updated in WebGrants by November 1, 2024. Instructions for revising your budget are attached to the message your project director will receive from WebGrants.

Each year we receive grant requests that greatly exceed the total amount spent in the preceding fiscal year and available funding for awards to courts. Your total grant award is based on what we believe it will cost to operate your program as you did last year plus any planned expansion, enhanced services, and/or cost increases.

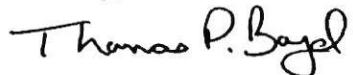
Additionally, SCAO will continue considering requests for grant reallocations throughout the fiscal year. A reallocation is a mid-year decrease or increase of your grant award. For example, a program that needs additional grant funding may request a reallocation to increase the

program's grant award. On the other hand, a court may not spend their entire award, and funds may be reallocated to courts needing additional funding. Reallocation requests are submitted in WebGrants, and SCAO staff review and make reallocation determinations after second-quarter claims are submitted and after third-quarter claims are submitted. A reallocation that decreases or increases a program's grant award is based on actual prior spending and projected spending for the remainder of the fiscal year.

The Michigan Supreme Court and SCAO is confident that your project will have significant impact, and we look forward to seeing continued positive outcomes. We commend your dedication and commitment to these lifesaving programs and thank you for making a positive difference in so many lives.

Should you have questions about the grant or need assistance regarding best practices, please contact Andrew Smith at 517-373-0954 or at [smitha@courts.mi.gov](mailto:smitha@courts.mi.gov). For assistance in publicizing the success of your court, please contact John Nevin at 517-373-0129 or [nevinj@courts.mi.gov](mailto:nevinj@courts.mi.gov).

Sincerely,



Thomas P. Boyd  
State Court Administrator

cc: Honorable Andrew W. Kowalkowski  
Andrew Smith, Problem-Solving Courts Manager  
James McGrail, SCAO Region VI Administrator  
Tami Bone, Court Administrator/Project Director



## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	Approval of Golf Course Management Agreement Extension	
<b>SUBMITTING DEPARTMENT</b>	Department of Public Service - Recreation	
<b>PRESENTER</b>	Aaron Filipski	
<b>MEETING DATE</b>	October 28, 2024	
<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 current management agreement for the Royal Oak Golf Course expires in December 2024. In order to maintain service continuity and address outstanding issues related to the outstanding utility balances, staff negotiated the attached agreement and recommends commission approval.

The agreement provides a 2-year term, with a mutual extension option for an additional two years. In addition to maintaining the existing \$25,000 management fee payable to the city, it addresses repayment of existing utility payment balances, including interest.

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### Fiscal Impact

BUDGET SUMMARY	
<b>EXPENDITURE REQUIRED</b>	N/A
<b>AMOUNT CURRENTLY BUDGETED</b>	
<b>BUDGET AMENDMENT REQUIRED</b>	\$0.00 (BA between dept; net -0- effect on FB)
<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.)*

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.*

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.*

The status of the current agreement and a potential extension was discussed at the August 1, 2024 Parks and Recreation Advisory Board meeting. Approximately 20 members of the public spoke in favor of the course and the current operators, and expressed a desire to reach a fair agreement extension.

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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:*

A proposed extension of the current management agreement was discussed at the August 1, 2024 meeting of the Parks and Recreation Advisory Board. Members indicated a desire for staff to negotiate with the current operators to extend the agreement and resolve the issue of outstanding utility payments.

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## **LEGAL COMMENTS**

### **PROPOSED COMMISSION RESOLUTION:**

**BE IT RESOLVED**, the Royal Oak City Commission hereby approves the Third Amendment to Management Agreement for the Royal Oak golf course and authorizes the Clerk and Mayor to sign it on its behalf.

### **ATTACHMENTS:**

- Third Amendment to Management Agreement

### **THIRD AMENDMENT TO MANAGEMENT AGREEMENT**

This Third Amendment to Management Agreement is entered into this 28 day of October, 2024, by and between the City of Royal Oak, a Michigan Municipal Corporation with offices at 203 S. Troy Street, Royal Oak, Michigan 48067 (the "CITY") and Royal Oak Golf Course, L.L.C., a Michigan limited liability company with offices at 534 Franklin Road, Pontiac, MI 48341 ("ROGC").

**WHEREAS**, the CITY is the owner of the Royal Oak Golf Course, 3417 Don Soper Drive, an existing nine-hole golf course with related facilities; and

**WHEREAS**, the CITY formerly owned the Normandy Oaks Golf Course, 4234 Delemere Boulevard, which was also a nine-hole golf course with related facilities;

**WHEREAS**, in early 2007, the CITY and ROGC entered into an agreement for ROGC to manage and operate the golf courses and related facilities in 2007; and

**WHEREAS**, in late 2007, the CITY and ROGC entered into an agreement for ROGC to manage and operate the golf courses and related facilities for a period of ten additional years, with the mutual option to extend the agreement for two additional five-year terms; and

**WHEREAS**, in early 2010, the CITY and ROGC entered into a Management Agreement to further define their respective rights and responsibilities regarding the management and operation of the golf courses and related facilities, with the addition of a Class C Liquor License; and

**WHEREAS**, in mid-2014, the CITY and ROGC entered into a First Amendment to Management Agreement to set forth changes in their respective rights and responsibilities regarding the management and operation of the golf courses and related facilities during the balance of the original Agreement; and

**WHEREAS**, in early 2014, the CITY and ROGC entered into a Second Amendment to Management Agreement setting forth changes in the respective rights and responsibilities of the parties regarding the management and operation of the Royal Oak Golf Course and related facilities following closure of the Normandy Oaks Golf Course; and

**WHEREAS**, the Second Amendment to Management Agreement expires in December of 2024; and

**WHEREAS**, the CITY and ROGC desire to enter into a Third Amendment to Management Agreement, to extend the agreement and set forth changes in their respective rights and responsibilities regarding the management and operation of the Royal Oak Golf Course and related facilities for an additional two-year term, with the mutual option to extend the agreement for an additional two years thereafter.

**NOW, THEREFORE**, the CITY and the ROGC agree as follows:

1. Term. The term of this Agreement shall be from the date this Agreement is executed through December 1, 2026, unless otherwise extended by mutual agreement of the parties or terminated as provided herein. This Agreement may be extended by mutual written agreement of the parties for one (1) successive two (2) year term, or through December 1, 2028.
2. Section 2.5 of the January 25, 2010, Management Agreement shall be amended to read as follows:

“2.5 Capital Improvements. ROGC shall not make any capital improvements to the golf course or the related facilities without the prior approval of the CITY. Unless otherwise agreed by the parties in writing, any capital improvements made by ROGC shall be at ROGC’s sole expense and shall become the CITY’s property upon expiration of this Agreement. The parties agree that for all capital improvements made by ROGC with prior approval of the CITY under this Agreement, a “useful life” shall be mutually determined and the cost of the improvement amortized over that period. Subject to the CITY’s sole discretion, approved capital improvements may be used to offset and reduce the outstanding utility debt balance outlined in Section 5.7 of this Third Amendment to Management Agreement. The CITY further agrees to reimburse ROGC upon the termination of ROGC’s possession of the premises for any unamortized cost of capital improvements not otherwise used to offset the utility debt balance.”

3. Section 5.7 of the January 25, 2010, Management Agreement shall be amended to read as follows:

“5.7 Utilities. ROGC agrees to pay all charges for all utilities used or consumed on the premises or in connection with the management and operation of the golf courses and related facilities, including but not limited to electricity, gas, water, sewage, cable television, telephone and internet service. Failure to pay, when due, all charges of every nature, kind or description for utilities used or consumed shall constitute breach and default of this Agreement as further defined in this Section.

**Utility Debt Balance Repayment.** ROGC agrees to repay to the CITY all existing utility debt owed to the CITY, together with six percent (6%) interest charged on the principal balance. ROGC and the CITY hereby acknowledge and agree that the principal utility debt balance of \$188,161.84 is owed by ROGC to the CITY as of October 1, 2024.

**Utility Debt Down Payment.** Upon execution of this Agreement, ROGC agrees to pay the City a down payment of \$50,000.00. This down payment shall be credited toward the balance of unpaid utility debt, reducing the total repayment principal amount to \$138,161.84. ROGC acknowledges and agrees that failure to pay the \$50,000.00 down payment within 30 days of the execution of this Agreement will constitute breach of this Agreement.

**Timing of Debt Repayment.** ROGC agrees that the remaining utility debt balance, plus six percent (6%) interest, shall be paid to the CITY in 60 equal monthly payments beginning on December 1, 2024. Subsequent payments shall be due on the first (1<sup>st</sup>) of each successive month until the full utility debt balance, along with all interest on the balance, is paid to the CITY.

**Utility Debt – Accrued Penalties and Interest on Penalties.** The CITY hereby agrees to hold all accrued penalties on the utility debt balance, along with any and all interest on the accrued penalties only, in abeyance so long as ROGC remains in

full compliance with all utility debt repayment terms stated herein. ROGC and the CITY hereby acknowledge and agree that accrued penalties on the utility debt balance total \$153,522.06 as of October 1, 2024 (total of \$341,683.90 principal balance plus accrued penalties.)

**Breach and Default.** Breach of any part of this Management Agreement or any amendment thereto including, but not limited to, the payment terms outlined in this Section, shall result in and be construed as a default of Section 5.7 and all accrued penalties shall be reinstated. In the event of breach of this Section, payment of all remaining utility debt, together with accrued penalties to the date of breach, will be due within thirty (30) days. Nothing in this Section shall be construed as a waiver of, or limitation to, any other provision(s) of the Management Agreement pertaining to breach, default or termination."

4. In the event of any inconsistency between the terms of this Third Amendment to Management Agreement and the terms of the Management Agreement, together with the First and Second Amendments thereto, the terms of this Third Amendment to Management Agreement control.
5. All other terms and conditions of the Management Agreement, together with the First and Second Amendments thereto, are hereby restated and reaffirmed and shall remain in full force and effect.

WHEREOF, the parties have executed this Agreement as of the day and year first above written.

For: ROGC

By: Linda Kopietz  
Signature  
Its: Dec 1, 2024.

LINDA KUPIETZ  
Print Name

For: CITY

By: \_\_\_\_\_  
Michael Fournier, Mayor

By: \_\_\_\_\_  
Melanie Halas, City Clerk



## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	<b>Contract Modification - Professional Engineering Services for Water System Plans and Detention Ordinance Updates</b>	
<b>SUBMITTING DEPARTMENT</b>	<b>Community Development - Engineering</b>	
<b>PRESENTER</b>	<b>Holly J. Donoghue, P.E.</b>	
<b>MEETING DATE</b>	<b>October 28, 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

#### Water System Plans:

The Michigan Department of Environment, Great Lakes and Energy (EGLE) requires that every five years, each public water supply and distribution owner submit a water reliability study and general plan to meet the requirements of Part 12, Rule 325.11203; promulgated under Michigan's Safe Drinking Water Act, 1976 P.A. 399, as amended. EGLE also requires cities who serve more than 1,000 water customers to develop and implement a water system asset management plan (AMP) every five years. The city is required to submit an updated reliability study, general plan and AMP by the end of 2025.

In addition to these plans, the United States Environmental Protection Agency (EPA) requires a Water System Risk and Resilience Assessment to be conducted by the end of 2025 and an updated Emergency Response Plan by June 30, 2026 in accordance with America's Water Infrastructure Act of 2018. The vulnerability assessment and emergency response plan addresses natural hazards, malevolent acts, resiliency of water infrastructure, monitoring practices, financial systems, chemical storage/handling, operation/maintenance plans, physical security and cybersecurity.

OHM Advisors (OHM) prepared the city's original AMP in 2017 and also these four required reports in 2020. OHM has an in-depth knowledge of Royal Oak's water system including a system model. Staff requested a proposal from OHM (Attachment 1) to prepare these reports for 2025 submission to EGLE as a contract extension to their original AMP work. OHM proposes to prepare the reliability study and general plan, the asset management plan and the vulnerability assessment, which will provide the key information needed by city staff to update the emergency response plan as required.

#### Stormwater Detention Ordinance Updates:

Additionally, one of the commission's goals in the strategic plan is to revise the stormwater detention ordinance (§644) to include green infrastructure and Oakland County Stormwater Standards. OHM provided an in-depth review of the city's detention policies as part of a 2014-15 sewer study, and also assisted Oakland County in developing its updated stormwater

management rules in 2021. For these reasons, staff requested a proposal from OHM to assist in updating the city's detention ordinance (Attachment 2).

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## Fiscal Impact

BUDGET SUMMARY	
<b>EXPENDITURE REQUIRED</b>	\$ 75,000 (Water System Studies) <u>\$ 35,000 (Detention Ordinance updates)</u> <b>\$110,000 Total</b>
<b>AMOUNT CURRENTLY BUDGETED</b>	\$ 70,000 (CAP1999 – Water System Studies) \$ 100,000 (CAP2599 – Sewer AMP and detention ordinance updates) <b>\$170,000 Total</b>
<b>BUDGET AMENDMENT REQUIRED</b>	n/a
<b>FUNDING SOURCE/ GL NUMBER</b>	<b>Water/Sewer Fund 592.901.81402</b>
<b>WAS THIS A BUDGETED EXPENSE?</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

### Summary of OHM Scope of Work:

Original Scope	2017 Asset Management Plan ( <i>completed</i> )	\$33,700
Contract Modification 1:	2020 Reliability Study and General Plan, 2020 AMP, 2020 Vulnerability Assessment ( <i>completed</i> )	\$61,500
<b>Proposed Contract Modification 2:</b>	<b>2025 Reliability Study, General Plan, AMP, Vulnerability Assessment</b>	<b>\$75,000</b>
	<b>Detention Ordinance Updates</b>	<b>\$35,000</b>
Total Contract:		\$205,200

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

No fiscal impact  Revenue impact (details below)  
 Workload impact (details below)  Operations Impact (details below)

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

Updating the water system plans for EGLE and also updating the stormwater detention ordinances are both goals within the Reliable Infrastructure section of the Strategic Plan. Additionally, the S-CAP plan includes a goal to provide safe, accessible drinking water to all residents (goal 4.1) and to incorporate the county's stormwater management rules in the stormwater detention ordinance (goal 4.4.6).

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**COMMUNITY ENGAGEMENT**

Not applicable.

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**BOARD AND COMMISSION FEEDBACK**

Not applicable.

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**LEGAL COMMENTS****PROPOSED COMMISSION RESOLUTION:**

**BE IT RESOLVED**, the Royal Oak City Commission hereby awards contract modification 2 for professional engineering services for the 2025 Water System Plans and Stormwater Detention Ordinance Updates to OHM Advisors of Livonia, Michigan, currently under contract with the city, as outlined in the proposals dated September 16, 2024 and October 4, 2024 and directs staff to issue a purchase order in the amount of \$110,000.

**ATTACHMENTS:**

1. OHM Proposal for Water System Plans
2. OHM Proposal for Stormwater Ordinance Updates



September 16, 2024

Ms. Holly Donoghue, PE  
City Engineer  
City of Royal Oak  
203 S Troy Street  
Royal Oak, MI 48375

Regarding: **Water System Master Plan and AWIA Compliance**  
Proposal for Engineering Services

Dear Ms. Donoghue,

OHM Advisors (OHM) is pleased to provide this proposal for professional engineering services, under the current engineering services contract, for the preparation of a Water System Master Plan and the documents needed for compliance with America's Water Infrastructure Act of 2018 (AWIA) for the City of Royal Oak (City). The Water System Master Plan will incorporate the components of a Water Reliability Study, General Plan, and Asset Management Plan (AMP). There are many elements common to these documents. Completing these together will result in a more efficient inventory and robust Capital Improvement Plan (CIP). OHM is familiar with the City's system through previous work on the AMP and will be able to provide continuity in team. The Water Master Plan will address the requirements of the Michigan Department of Environment, Great Lakes, and Energy (EGLE) Safe Water Drinking Act (Act 399). Under AWIA, the City is required to prepare a Risk and Resilience Assessment (RRA) and Emergency Response Plan (ERP).

Based on several discussions with City staff, it is understood that the City wants to comply with the regulatory requirements and create a more comprehensive CIP. This plan will ultimately be used by the City to address high-priority asset needs that are critical to the City's infrastructure performance, hydraulic capacity, and planning for future capital and operating expenditures.

## **PROJECT UNDERSTANDING**

The Master Plan will address several EGLE required items. The Water Reliability Study focuses on planning for current and future water system demands. It addresses items listed under Part 12, Reliability, R 325.11203 and R 325.11204 of Act 399. The General Plan includes the hydraulic analysis of the system and addresses Part 16, R 325.11604 through R 325.11606. The Asset Management Plan (AMP) addresses new requirements under Part 16, R 325.11606. An AMP includes condition assessment, failure risk analysis, and revenue structure to look at life-cycle costs of system operation, maintenance, and repair or replacement.

The Reliability Study focuses on planning items including population and water demands for three separate planning periods (existing, 5-year, and 20-year). Average day, maximum day and peak hour water demand must be calculated for the three planning periods. In addition, fire protection needs must be identified. The Reliability Study also documents the capacity of the existing water source, pumping capacity, and storage and compares that capacity to the existing and future needs of the system.

The General Plan includes the hydraulic analysis of the system as well as the CIP. The hydraulic analysis must include creation of pressure contour maps for the various water demand conditions for the three planning periods.



Available fire protection must also be provided. In addition, a comprehensive map of the system showing service boundaries, location of water system components, water main size, material, age and the location of hydrants and valves must be shown. The final component of the General Plan is the CIP. The CIP must identify necessary system improvements for the 5-year and 20-year planning periods.

An AMP addresses the following components:

- ▶ Details of the system used to maintain **inventory** of assets
- ▶ Description of the methodology to assess **criticality** considering likelihood and consequence of failure
- ▶ Statement of **level of service** goals
- ▶ A 5-year and 20-year **capital improvements plan** (can be same as General Plan CIP)
- ▶ Summary of the **revenue structure** and rate methodology to provide sufficient resources to implement the AMP.

There are several voluntary consensus standards and resources for Risk and Resilience planning available through the EPA, Department of Homeland Security, and professional organizations. OHM proposes to use EPA's Voluntary Self Assessment Tool (VSAT) which is based on AWWA's J100-10 Risk and Resilience Management of Water and Wastewater Systems and AWWA's Water Sector Cybersecurity Risk Management Tool. AWIA requires community water systems to coordinate with the local emergency planning committee and agencies. OHM will facilitate interactions between the City and other state, regional, or local agencies.

The RRA must address the following:

- ▶ The risk to the system from malevolent acts and natural hazards;
- ▶ The resilience of the pipes and constructed conveyances, physical barriers, source water, water collection and intake, pretreatment, treatment, storage and distribution facilities, electronic, computer, or other automated systems (including the security of such systems) which are utilized by the system;
- ▶ The monitoring practices of the system;
- ▶ The financial infrastructure of the system;
- ▶ The use, storage, or handling of various chemicals by the system; and
- ▶ The operation and maintenance of the system.

An ERP describes strategies, resources, plans, and procedures utilities can use to prepare for and respond to an incident, natural or man-made, that threatens life, property, or the environment. Incidents can range from small main breaks or localized flooding to large scale hurricanes, earthquakes or system contamination, among other examples. The ERP should include:

- ▶ Strategies and resources to improve the resilience of the system, including the physical security and cybersecurity of the system;
- ▶ Plans and procedures that can be implemented, and identification of equipment that can be utilized, in the event of a malevolent act or natural hazard that threatens the ability of the community water system to deliver safe drinking water;
- ▶ Actions, procedures, and equipment which can obviate or significantly lessen the impact of a malevolent act or natural hazard on the public health and the safety and supply of drinking water; and
- ▶ Strategies that can be used to aid in the detection of malevolent acts or natural hazards that threaten the security or resilience of the system.

The City receives its supply water through eleven (11) active metered connections and one (1) closed connection with Southeastern Oakland County Water Authority (SOCWA), which it purchases from Great Lakes Water Authority (GLWA). The physical components of the City's water supply are understood to generally include approximately 232 miles of 4-inch to 24-inch distribution piping, curb stops, valves, service lines, and hydrants. This study shall address these assets.



## **SCOPE OF SERVICES**

The objective of OHM Advisors proposed scope of services is to prepare a plan with the aforementioned requirements as it relates to the City's water system. The following scope of services is proposed for the City's consideration:

### **Task 1: Project Initiation and Data Review**

Under this task, OHM will initiate the project and obtain necessary information to proceed with the analysis. Specific work efforts include:

- ▼ Organize and attend an in-person kick-off meeting with City staff to review project goals, objectives, and project schedule.
- ▼ Obtain necessary updated planning information to perform population projections and water demand calculations.
- ▼ Confirm desired fire protection rates and zoning information
- ▼ Obtain the latest GIS information from the Township and review updates to the water system.
- ▼ Review AWIA requirements, designate key City staff contacts and involvement (Information Technology, Finance, Operations, Administration, DPW) based on expertise and establish a specific timetable for AWIA related tasks.

### **Task 2: Asset Inventory and Condition Assessment**

OHM proposes to perform minor updates to the inventory and assessment of water mains compiled during the 2020 AMP. For that end, we propose to complete the following work associated with Task 2:

- ▼ Incorporate City-provided water main break data since the last AMP was completed. We assume the break data includes date of break and location.
- ▼ Incorporate City-provided data on system updates that have occurred since previous AMP was completed.
- ▼ Update analysis to approximate water main condition.
- ▼ Perform approximation on potential remaining useful life of water main infrastructure given the water mains' age, material of construction, break history, and maintenance history.

As part of this task, consequence of failure (based on qualitative or quantitative information, such as potential service disruption impacts) calculations will also be updated. Additionally, Michigan's Lead and Copper Rule, R 325.11606(b) of Act 399 requires the presence of lead service lines to be a factor in prioritizing asset criticality in the AMP by January 1, 2021. In order to satisfy this requirement, we propose to obtain information from the City's Preliminary Distribution System Materials Inventory (PDSMI). OHM will work with the City to determine a methodology for including the presence of lead service lines in the asset criticality prioritization.

### **Task 3: Planning and Demand Projections**

Under this task, OHM proposes to evaluate and analyze updated population and consumption data. OHM, with the assistance of City staff, will compile updated planning data that will be used in creation of water system demand projections. Under this task, OHM proposes to assemble, evaluate, and analyze water demand and water system capacities to determine the sufficiency of the water system to meet existing and future needs. OHM will use existing data to determine the City's average day, maximum day and peak hour demands. Five (5) year and 20-year demands will be scaled based upon population projections. Similar maximum day and peak hour peaking factors based on existing conditions will be utilized. It will also be necessary to analyze water billing records. This is needed in order to determine water loss within the system, to provide a breakdown of water use by different



customer classes, and to identify the top water users in the system. We assume that billing record data will be available for these calculations.

Specific work efforts include:

- ▼ Compile and report planning data as required by the provisions in Act 399. These items include the following:
  - a. Current, 5-year, and 20-year population based upon SEMCOG population projections and City input.
  - b. Number of service connections and annual usage totals for each customer class as determined by the public water supply.
- ▼ Compile and report water production and consumption data (current, 5-year, and 20-year planning periods) as required by the provisions in Act 399. These items include the following:
  - a. Present and projected average daily demands.
  - b. Present and projected maximum daily demands.
  - c. Present and projected peak hourly demands.
  - d. Present and projected fire flow demands.
  - e. Basis for demand projections.
- ▼ Analyze non-revenue water

#### Task 4: Hydraulic Model Development

OHM proposes to update the existing water model in Innovyz's InfoWater software. OHM obtained the model in 2020 from the City. The hydraulic model of the City's water system was developed during the 2015 Water System Reliability Study.

Updated average day water demand and any changes to operating criteria will be input into the water model to simulate pressures and available fire protection under current conditions. Demand distribution and other operational criteria will be obtained from City. The model will then be calibrated based on hydrant flow test data. OHM will provide suggested hydrants for testing and assist the City with the flow tests. Two days of field work for hydrant flow testing is included in this proposal. The City will perform hydrant flow testing with observation by OHM Advisors' field staff. We assume that hydrant testing will occur before June 31 to maintain project schedule. Updated water demand scenarios for average day, maximum day, and peak hour for existing, 5-year, and 20-year planning periods will be created in the hydraulic model under this task utilizing the data gathered during Task 3.

As part of the General Plan requirements, maps displaying the water service district boundaries will be provided along with a map displaying water main size, material, and age. Hydrants and valves and other water system components are also required to be mapped.

Specific work efforts include the following:

- ▼ Work with the City to update water GIS data if necessary for model incorporation.
- ▼ Updated hydraulic water model since the 2020 model update
- ▼ Update of water demand scenarios for average day, maximum day, and peak hour for existing, 5-year, and 20-year planning periods in the model.
- ▼ Identification of hydrants to be flow tested and assistance with testing.
- ▼ Model calibration.
- ▼ Creation of General Plan map.

#### Task 5: Hydraulic Analysis

Once the model has been updated and calibrated, it will be used to determine anticipated system pressures during average day, maximum day, and peak hour for existing conditions. Available fire protection during a maximum day demand period will also be shown. Deficiencies in pressure or areas of fire protection concern will be identified



for existing conditions. EGLE requires that a minimum pressure of 35 psi be maintained throughout the system during normal demand conditions, including peak hour demands. The model will also be used to assess system pressure and available fire protection for the 5-year and 20-year planning periods.

OHM will meet with City staff after areas of concern from the existing conditions model are identified. Proposed water system improvements to address existing pressure concerns (either too low or too high) and to improve desired fire protection will be initially based on existing conditions. Once the hydraulic driven improvements are identified and agreed to with the City, the model will be updated to include those improvements and the 5-year and 20-year future water demand scenarios will be modeled. If other hydraulic driven improvements are needed based on these future scenarios, they will be noted and presented. Once all hydraulic driven system improvements have been identified and incorporated in the water model, the pressure maps and fire protection maps will be updated for the existing, 5-year, and 20-year future projections, as required.

Specific work efforts include the following:

- ▼ Perform model analyses for average day, maximum day, and peak hour demand scenarios for existing, 5-year, and 20-year planning periods.
- ▼ Perform fire protection model analyzes for existing, 5-year, and 20-year planning periods.
- ▼ Identification of capital improvements needed to address pressure or fire protection concerns for the three planning periods.
- ▼ Creation of pressure and fire protection maps summarizing the model results.

#### Task 6: Level of Service and Revenue Structure

We propose to assist the City with updating of level of service goals. The level of service helps define the way that staff and water system stakeholders (residents, board, *etc.*) want the utility to perform over the long term. As part of this effort, we propose to identify an approach for the update and tracking of level of service goals (including service criteria, performance indicator, and targeted level of service) and stakeholder involvement. This work will be completed in collaboration with City staff.

Development of a revenue structure is also required by the Rule. This proposal assumes that the City will use results from recent financial analysis to perform this assessment. Therefore, only minimal effort is proposed as part of this task, which relates to assisting City finance staff (or their designee) with questions and, perform revisions on the proposed, prioritized CIP as per City request.

#### Task 7: Capital Improvement Plan

We will update the Capital Improvement Plan (CIP) based on the recommendations from the AMP and hydraulic analysis. The City will provide information on which projects were completed and update OHM on any reprioritization of listed projects. Water system CIP projects will consider hydraulic issues identified during Task 5, our condition analysis findings, lead service lines identified in the PDSMI, and City-directed desired projects for 5-year and 20-year planning horizons. A map showing proposed projects will be created and cost opinions will be developed. We propose to work with the City to incorporate planned road and sewer projects into the CIP schedule.

#### Task 8: Development of Water Master Plan Report

As part of this task, a Water Master Plan Report will be generated for submission to EGLE, including the findings, results, and conclusions from the above outlined tasks. OHM will address comments from EGLE that are received within 6 months of report submission. Any comments received after this time can be completed on an hourly basis, if necessary.

#### Task 9: Risk and Resilience Assessment



Under this task, OHM proposes to complete the RRA through a series of three meetings with the City and online tools. We propose to use EPA's VSAT to quantify the system's risk of and resilience to malevolent acts or natural hazards. AWWA's Water Sector Cybersecurity Risk Management Tool was designed to support utilities in developing their cybersecurity risk management strategy while also facilitating compliance with the cybersecurity provisions in AWIA. This tool will be completed by the City with assistance from OHM. The City completed a Vulnerability Assessment in 2002 and requested a copy from the US EPA. The Vulnerability Assessment will serve as a base for the RRA.

Specific work efforts under this task include:

- ▼ Identify and pair critical assets with threats.
- ▼ Workshop with City Staff on Consequence, Threat Likelihood, Vulnerability using definitions from AWWA's J100 Standard.
- ▼ Workshop with City Staff to discuss countermeasures and recommend actions, procedures, and equipment which can prevent or significantly lessen the impact of a malevolent act or natural hazard.
- ▼ Workshop with City Staff review recommendations from Water Sector Cybersecurity Risk Management Tool.
- ▼ Facilitate interactions between the City and MiWARN (Water/Wastewater Agency Response Network), Local Emergency Planning Committees, the Michigan Intelligence Operations Center, and Oakland County's Homeland Security Division.
- ▼ Compile Final Report for internal City use and certify completion to EPA.

#### Optional: Emergency Response Plan Assistance

The City has existing plans for City operations addressing disaster preparedness and continuity of operations. OHM will provide support to City staff during development the required ERP components by providing guidance materials and attending two meetings with key staff. The ERP will describe the following:

- ▼ Strategies – Resilience strategies incorporate how you will assign roles and responsibilities, how you will work with response partners, and how you intend to communicate both internally and externally during an incident.
- ▼ Plans and Procedures – This will document plans, procedures, and equipment that can be used in the event of a malevolent act or natural hazard. Two types of emergency response plans and procedures should be considered as part of the ERP: Core and Incident-specific. The Core procedures can apply across a variety of incidents and address things like site access, cybersecurity, and power loss. Incident-specific procedures are specialized field ready plans to tailored to a particular type of incident like flooding at a facility or a tornado.
- ▼ Mitigation Actions – These actions will be based on the results of the RRA developed in Task 9.
- ▼ Detection Strategies – These strategies will aid in the detection of malevolent acts or natural hazards identified during the RRA.

The City will update their existing materials and OHM will certify completion to EPA.

#### **ASSUMPTIONS AND CLARIFICATIONS**

The above-listed scope of services was prepared with the following assumptions:

- ▼ The City will provide all necessary PDSMI information in GIS format to include lead service lines in the asset criticality prioritization.
- ▼ The City will provide all necessary water system demand information and operating criteria necessary for model analysis. During model updates and calibration, connectivity will be assumed at all intersections unless other data is provided.
- ▼ The City will perform hydrant flow testing with observation by OHM Advisors' field staff.
- ▼ The City will build off the existing 2002 Vulnerability Assessment and the Risk and Resilience Assessment developed in Task 9 to develop the Emergency Response Plan with only as needed assistance from OHM.



## **SCHEDULE**

Assuming authorization by January 6, 2025, OHM proposes to submit the final Water Master Plan report deliverable to the City and the State by no later than September 1, 2025. OHM proposes to also submit the final RRA report to the City by September 1, 2025 and certify completion to the EPA by December 1, 2025. OHM will work with the City to make sure the ERP is completed to allow certification within 6 months of the certification of the RRA as required by AWIA.

This duration is based on timely responses from the City when information requests are verbally or formally submitted. As outlined in the Scope of Services, on-going involvement is needed from the City to maintain task progress and schedule.

## **FEE SCHEDULE**

OHM Advisors proposed to provide the above-outlined professional engineering services on an hourly basis for a total not-to-exceed fee of \$75,000, based on the task breakdown shown below. The option of additional assistance with the Emergency Response Plan is not included in the total.

Task 1 – Project Initiation and Data Review	\$ 5,300
Task 2 – Horizontal Asset Inventory and Assessment	\$ 5,100
Task 3 – Planning and Demand Projections	\$ 8,000
Task 4 – Hydraulic Model Development	\$ 13,300
Task 5 – Hydraulic Analysis	\$ 9,000
Task 6 – Level of Service and Revenue Structure	\$ 4,000
Task 7 – Capital Improvement Plan	\$ 10,500
Task 8 – Development of Water Master Plan Report	\$ 9,800
Task 9 – Risk and Resilience Assessment	\$ 10,000
<b>Total</b>	<b>\$ 75,000</b>
Optional – Emergency Response Plan Assistance	\$ 6,000



### **SERVICES NOT INCLUDED**

The following tasks are not included in this proposal but can be provided on a time-and-materials basis upon the request of the City.

- Additional field verification or assistance.
- Additional field data collection.
- Model trouble shooting due to data availability and/or connectivity issues.
- Additional GIS development or assistance.
- Other requested tasks, meetings, or efforts not outlined in the above scope of services.

OHM Advisors thanks you for the opportunity to provide professional engineering services to the City. If there are any questions, please contact us directly. Should you find our proposal acceptable, please sign the authorization page below and return a copy of this signed proposal to us for our file.

Sincerely,

OHM Advisors

Authorization to Proceed

Nancy Russell

Nancy Russell  
Project Manager

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

cc: Matt Parks, PE  
File



October 4, 2024

Ms. Holly Donoghue, PE  
City Engineer  
City of Royal Oak  
203 S Troy Street  
Royal Oak, MI 48375

Regarding: **City Stormwater Ordinance Update**  
Proposal for Engineering Services

Dear Ms. Donoghue,

OHM Advisors is pleased to submit this proposal for engineering services to update the “Stormwater Detention Ordinance” for the City of Royal Oak, under the current engineering service contract. Oakland County Water Resources Commissioner (OCWRC) Stormwater Management Program was updated in 2021 to meet the new MS4 permit requirements. Based on several discussions with the City, it is understood that the City wants to modify their current stormwater ordinance to be more aligned with the new OCWRC Stormwater Management Program.

## **PROJECT UNDERSTANDING**

The existing Stormwater Detention Ordinance (Chapter 644) was originally adopted by the City Commission 1991 and amended in 2004. The City wants to update this ordinance to protect existing infrastructure and waterways, prepare for future improvements, and bring the ordinance in line with the latest best practices – particularly in the area of green infrastructure. It is also paramount that this ordinance works efficiently and effectively alongside the County-level requirements. The *Oakland County Water Resources Commissioner Requirements, Rules, and Design Criteria for Stormwater Management* was recently updated in 2021.

Key updates to the City ordinance will:

- ▼ Align the City stormwater ordinance with the Oakland County stormwater rules
- ▼ Define specific requirements for green storm infrastructure design
- ▼ Provide reasonable requirements for proposed construction across the full range of project sizes, from single-parcel improvements to large, multi-phased projects.

## **SCOPE OF SERVICES**

### **Task 1: Review the Existing City Ordinance**

In Task 1, our team will review the existing City stormwater ordinance and compare it to the latest Oakland County stormwater requirements. The goal will be to identify how City-level rules could harmonize with the County standards to provide clarity and consistency across the jurisdictions. Specifically, during this task we will:

- ▼ Review how elements of the proposed work and existing site will activate the rules in the City’s stormwater ordinance.
- ▼ Evaluate the on-site detention calculations and requirements.



- ▼ Meet once with the City Engineering Department to report findings and prepare for Task 2.

### **Task 2: Develop a new City Stormwater Ordinance**

In Task 2, our team will draft a new stormwater ordinance and evaluate how it would impact a variety of site sizes and development types. During this task we will:

- ▼ Compare how the sites would be regulated under the existing ordinance versus the proposed ordinance.
- ▼ Compare the proposed and existing on-site detention requirements.
- ▼ Meet twice with the City Engineering Department to report findings and continue to refine the drafted stormwater ordinance.

### **Task 3: Provide Green Stormwater Infrastructure Design Requirements**

In Task 3, our team will add the latest GSI industry design requirements and best practices to the draft stormwater ordinance. To deliver these design requirements we will:

- ▼ Provide standard details and cross sections of the GSI technologies outlined in the ordinance (i.e. bioretention cells, rain gardens, etc.)
- ▼ Evaluate the appropriate rainfall intensity criteria for GSI requirements
- ▼ Evaluate the computational requirements for GSI and outline clear procedures for applicants and reviewers.
- ▼ Meet twice with the City Engineering Department to report findings and finalize the updated stormwater ordinance.

### **ASSUMPTIONS AND CLARIFICATIONS**

- ▼ Final Stormwater Ordinance language regarding authority, enforcement and punishment will be drafted by the City Attorney.
- ▼ Attend five (5) meetings with the City Engineering Department as outlined in the tasks above.
- ▼ Attend one City Commission Meeting to present the ordinance changes.
- ▼ This work does not include updates to the City Engineering Standards or include drafting of revised standard details in CAD. That can be done if there is remaining budget or for an additional fee.

### **SCHEDULE**

Upon receiving authorization to perform these engineering services, the project would be completed in approximately two months depending on the City Commission Presentation date.

### **DELIVERABLES**

- ▼ Draft of updated City Stormwater Ordinance
- ▼ Executive summary outlining the proposed changes and updates

### **FEE SCHEDULE**

OHM Advisors proposed to provide the above-outlined professional engineering services on an hourly basis for a total not-to-exceed fee of \$35,000, based on the task breakdown shown below.



Task 1 – Review Existing Ordinance	\$10,000
Task 2 – Develop New Ordinance and Evaluate Impact	\$15,000
Task 3 – Provide Green Infrastructure Design Requirements	\$10,000
<b>Total</b>	<b>\$35,000</b>

OHM Advisors thanks you for the opportunity to provide professional engineering services to the City. If there are any questions, please contact us directly. Should you find our proposal acceptable, please sign the authorization page below and return a copy of this signed proposal to us for our file.

Sincerely,

OHM Advisors

Authorization to Proceed

*Nancy Russell* 10-04-24  
Nancy Russell  
Project Manager

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

cc: Matt Parks, PE Principal OHM Advisors  
File



## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	Request to Fill a Vacancy Librarian III
<b>SUBMITTING DEPARTMENT</b>	Library
<b>PRESENTER</b>	Sandy Irwin, Library Director
<b>MEETING DATE</b>	October 28, 2024

### 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

Due to the retirement of a 36-year employee of the Library, we are requesting to fill the vacancy of the Librarian III in Adult Services. This individual leads the Adult Services Department, which includes supervising 3 full-time and 4 part-time employees and managing the activities of the Adult Services Department. This person is a crucial member of the Library's Management Team, providing guidance and support for their team, assisting with policy enforcement, acting as a Person-In-Charge, overseeing online database offerings, and more. If not filled, the Adult Services Department will be understaffed. As a 7-day per week department that is also open in the evenings, a loss of this position would be a challenge for the adult services staff, the management team of the library, and the Library Director.

<b>BUDGET IMPACT SUMMARY</b>		
<b>Anticipated Salary and Benefit Cost</b>	<b>Salary &amp; max benefits: \$106,557</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>271-790-70203 Wages - Permanent</b>	

### OTHER FISCAL IMPACTS:

Select all that apply.

No fiscal impact  Revenue impact (details below)  
 Training Required (details below)

**Since the retired employee had a pension and longevity, the costs to employ their replacement may be less than what was budgeted.**

**STRATEGIC INITIATIVE ALIGNMENT:**

Efficient and Effective Services: the position will manage the Library's Adult Services Department, which provides both public-facing and behind-the-scenes daily operations.

---

**PROPOSED CITY COMMISSION RESOLUTION:**

**Be it resolved**, the Royal Oak City Commission hereby approves the filling of Librarian III

**ATTACHMENTS – Updated position description**

# Royal Oak, MI

## Job Description Report

**Job Title:** Librarian III - Adult Services



### Basic Information

Effective Date:	10/16/2024	Revised Date:	10/16/2024
Department:	Public Library	Supervises:	3 Full time/4 Part time
Classification:	Non-Exempt/Hourly	Pay Basis:	Hourly
Reports To:	Library Director	Pay Status:	FT Employee
		Pay Frequency:	Bi-Weekly
		Salary Range:	\$70,726 - \$77,827

### Job Description

A **Librarian III - Adult Services** performs professional library work in varying phases and difficulty. Duties may also include tasks of an administrative nature, but major emphasis is on the performance of difficult professional or specialized library work and involves supervision of a division of the library service. Work is performed in accordance with established policies and procedures under the general supervision of the Library Director.

### Essential Job Functions

0.00      A **Librarian III** 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.*)

- Supervise and evaluate library personnel (3 full time, 4 part time)
- Schedule work and maintain adequate staffing levels within budget limitations
- Train and evaluate adult services librarians and computer aides
- Provide information and readers advisory services to public
- Instruct library patrons in use of library tools and resources
- Coordinate collection development
- Prepare required reports
- Contribute to library publications
- Coordinate outreach programming for Adult Services
- Maintain professional development
- Coordinate and execute programming
- Plan and coordinate division operations
- Act as Assistant to the Director as needed
- Act as the Person-In-Charge as needed

## KSA

### Qualifications for Employment

- Considerable knowledge of library principles, methods, and procedures including cataloging / classification of books, use of bibliographies, reference books, data bases, computer and Internet, and awareness of the types and uses of various publicity media
- Thorough knowledge of books/authors, current literature and review sources
- Knowledge of reader interest levels and ability to stimulate interest in use of library facilities
- Ability to develop and maintain tactful and cordial relations with the general public and fellow employees
- Ability to understand and respond appropriately to in-person, email, and phone queries
- Ability to demonstrate initiative and resourcefulness in responding to questions and requests
- Ability to develop organized and effective work methods
- Ability to perform light lifting and to reach, bend, stand or sit for long periods
- Working knowledge of current information technology, computer software and library automation

### Education & Training

A **Librarian III**, upon application, shall have the following experience and training:

- Master's degree in Library Science from an ALA accredited college or university
- Minimum of two years of professional experience as Librarian II

## 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 employee must be mobile in an office setting, with ability to stand, sit, stoop and kneel, use hands to finger, handle, or feel and reach with hands and arms. The employee must occasionally lift and/or move items of light to moderate weight.

The typical work environment of this job is a business office setting where the noise level is quiet and sometimes moderate.

## Additional Information

The Library is open 7 days/week, including evenings, and is closed on Sundays from Memorial Day through Labor Day.

## 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.



## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	<b>2024 Older Adult Advisory Board Annual Report</b>	
<b>SUBMITTING DEPARTMENT</b>	<b>City Manager</b>	
<b>PRESENTER</b>	<b>Susan Barkman</b>	
<b>MEETING DATE</b>	<b>October 28, 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 Older Adults Advisory Board is one of Royal Oak's newest boards and commissions with members being seated early in 2024. Each year the board is required to turn in an annual report which is attached to this memo.

---

### Fiscal Impact

<b>BUDGET SUMMARY</b>	
<b>EXPENDITURE REQUIRED</b>	<b>0</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 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.)  
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.)  
Not applicable.

**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.*  
Not applicable.

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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 annual report is required by ordinance and supports our volunteer efforts for residents in Royal Oak, by documenting their work.

---

## **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.

---

## **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 Older Adults Advisory Board reviewed this report and was supportive of the document. Their changes were reflected in the document presented here.

---

## **LEGAL COMMENTS**

### **PROPOSED COMMISSION RESOLUTION:**

**BE IT RESOLVED**, the Royal Oak City Commission hereby approves the 2024 annual report from the Older Adults Advisory Board.

### **ATTACHMENTS:**

**1 – Annual Report**

# OLDER ADULTS BOARD

2024  
REPORT



# LEO MAHANY / HAROLD MEININGER SENIOR COMMUNITY CENTER



The City of Royal Oak has a beautiful community center where older adults aged 50 and better can enjoy opportunities for lifelong education, fitness, nutrition and leisure activities. In addition, supportive services that promote independence and quality of life are available for residents who are 60 and over or permanently disabled.

Between July 1, 2023 and June 30, 2024 the senior center had 19,848 visits from seniors who came for programs, services and to spend time socializing.

In the last year, programs added include Cooking for One, jam making, Crafting for Seniors, and Grand and Me, which is an intergenerational crafting program for grandparents and their grandkids.

**Transportation:** 6472 rides with the transit services

**Trips:** 31 trips for 403 patrons

**Lunch & Learns:** New programs including financial planning for seniors, veterans burials, annual enrollment for benefits.

**Entertainment:** 8 dine in entertainment programs including Elvis, Neil Diamond, Frank Sinatra, Motown, 50s, Jazz and Willie Nelson and Piano. Participation ranges between 70 and 100 for these events.

**Senior Times:** 1037 total subscribers, 488 receive digital copy.

**Meals Served:** 5170

**Volunteer Hours:** 6477

**New Members:** 970

**Tax Prep:** 443



# AGING IN PLACE ACCOMPLISHMENTS



# OUTDOOR SPACES & BUILDINGS

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**1.2.e Evaluate policies that help support seniors in removing snow and ensuring access to public spaces in the winter months.**

- The senior center staff continues to work on recruiting for the snow shoveling program including adjustments in wages.



# TRANSPORTATION

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**2.1.d Provide driver fitness and occupant safety assessment. Partner with the AARP for CarFit Program that helps drivers adjust their cars to best suit their abilities.**

- Provided two classes on safe driving, which helped seniors access discounts for their insurance companies. Additionally the Senior Center partnered with AARP TEK Talk that helps seniors get more comfortable with the technology that is available in cars today.



**2.2.a Increase safety for bicyclists. Community education events/provide educational displays for how to use bike lanes as a cyclist and driver.**

- The senior center has a display in the lobby of information on bike safety provided by our partners at the Southeast Michigan Council of Governments. This includes things like bike lights and reflective items as supplies are available.



# COMMUNICATION

**3.3.d Send one annual mailer to every Royal Oak household with the information for 311, civic ready, and other based information and promote the information through other media sources.**

- Staff completed the annual mailer and an insert for the *Royal Oak Today* magazine. The mailer went out to all households in Royal Oak in August and featured basic information on the senior center.



**WELCOME TO THE MAHANY/MEININGER SENIOR COMMUNITY CENTER!**  
YOUR HUB FOR ACTIVITIES, WELLNESS AND FRIENDSHIP

**Discover a vibrant and supportive community designed just for you.**

Social Activities & Events  
Education  
Health

**RESIDENT  
ROYAL OAK, MICH.**

**DOWNLOAD A 4-PAGE INFORMATION GUIDE! (OR HAVE IT MAILED TO YOU.)**

To see the guide, go to [romi.gov/SeniorInfo](http://romi.gov/SeniorInfo) or call 248-246-3900 and request to have it sent to your home address.

Print version is available at the Mahany Meininger Senior Center and City Hall.

**SCAN ME!**

**Contact Us**  
For more information, visit our website at [romi.gov/seniors](http://romi.gov/seniors) or call us at **248-246-3900**.

**Location & Hours:** 3500 Marais Ave., Royal Oak, MI 48073.  
Monday - Friday, 9 a.m. to 4 p.m.

Page 95 of 172

PAID FOR BY THE CITY OF ROYAL OAK, 203 S TROY ST, ROYAL OAK, MI 48067

The collage includes several images: a woman in a kitchen holding a meal tray, a man playing pool, a woman smiling outdoors, a group of people standing together outdoors, and a QR code with the text "SCAN ME!"

# HOUSING

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## 4.1.d Support current staff for ROSES and home rehab program with outreach to Royal Oak seniors.

- Over the past year staff worked with Oakland Livingston Human Service Agency to secure a \$100,000 grant that will support lawn care for seniors. This funding can be used to support the needs of seniors who are low income but have too much income for the ROSES program.



## 4.3.a The City of Royal Oak should aggressively market to developers as development sites become available for additional “affordable” or “market rate” senior housing.

- The city is currently undergoing a master plan effort to create a new master plan. This effort has taken into consideration the Aging in Place Plan. The draft master plan is going through the process to become a proposed plan and finally an approved plan. Included in the plan are things like the consideration of accessory dwelling units (ADUs).



Read the Master Plan draft at  
[planroyaloak.com](http://planroyaloak.com)

# COMMUNICATION & INCLUSION

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**5.2.c Promote events that are diverse and inclusive. Ideas include: city events based on nationally celebrated cultures and traditions.**

- The city supported Family Pride and Juneteenth events. These events are put together by a group of residents working with city staff.



**5.3.c Develop a program where people with certified, trained therapy animals meet with older adults in a park, library or other community spaces.**

- The library had three events that featured therapy dogs for adults and a total of 68 people attended. Library events are open to all adults. They do not track age breakdown.



# MEET OUR BOARD

Rebecca Cheezum, City Commission Representative  
Michael Lawrence  
Bill Paskoules  
Marie Donigan  
Susan Giasson  
Anne Hoyt

## Staff Liaisons

Susan Barkman, Assistant to the City Manager  
Yolanda Botello, Senior Center Manager

**Leo Mahany /  
Harold Meininger  
Senior Community  
Center**

3500 Marais Ave  
Royal Oak, MI 48073

**Phone:** (248) 246-3900

**Hours:**  
Monday - Friday  
9 AM-4:30PM

**The purpose of the Older Adults Advisory Board shall be to advise and make recommendations to the city commission and the city manager on accomplishing and maintaining the goals of the Aging in Place Plan and to provide feedback related to services for older adults at the Leo Mahany / Harold Meininger Senior Community Center and to the city in general.**

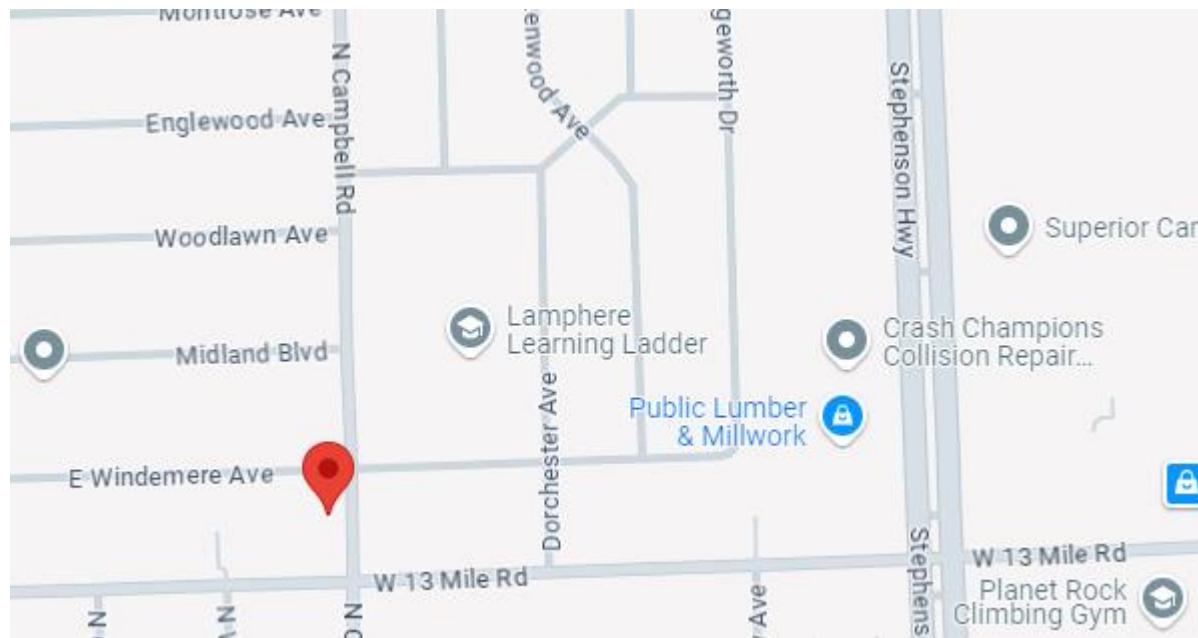
## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	Approval of Business Mural at 3315 N Campbell Rd.	
<b>SUBMITTING DEPARTMENT</b>	City Manager	
<b>PRESENTER</b>	Alayna Brasch	
<b>MEETING DATE</b>	October 28, 2024	
<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 Commission for the Arts reviews applications for murals on privately owned buildings in order to determine if the mural is art. This helps screen potential murals which could be interpreted as a sign which in some cases would cause the business to be in violation of the sign code.

Staff recently received an application for a mural to be done on the side of Ohana Wealth advisory, a building located at 3315 N Campbell Rd.



The owner of the building is Michael Cayen, and the artist is Jeff Roosa (from DPI Graphics, Inc.) They are seeking approval so they can begin painting (or in this case, wrapping). The idea for the mural is to display an orange sunset, with silhouette figures of a palm tree, hula dancer, and two birds. The name of the proposed mural is 'Hawaiian Dance.'

On October 21, 2024, the Commission for the Arts reviewed the application and design. They recommended that this be considered art and not a sign. Typically the Commission for the Arts

has held the threshold that murals should not include the business name or the business logo in any way. This mural is consistent with that practice.

---

## Fiscal Impact

BUDGET SUMMARY	
EXPENDITURE REQUIRED	\$0.00
AMOUNT CURRENTLY BUDGETED	
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 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.*

This item aligns with the following action step listed in the Strategic Plan: "Continue to build more opportunities to display art within the community and evaluate the maintenance needs for pieces the city owns."

---

## 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:*

The Commission for the Arts unanimously voted to recommend the approval of this mural.

---

## **LEGAL COMMENTS**

### **PROPOSED COMMISSION RESOLUTION:**

**BE IT RESOLVED**, the Royal Oak City Commission hereby approves the proposed mural at 3315 N Campbell Rd as art.

### **ATTACHMENTS:**

- 1- Art Application

# Public Art Application



## ***I. Contact Information***

First Name: Michael

Last Name: Cayen

Address: 3315 N Campbell Rd

City: Royal Oak

State: MI

ZIP: 48073

Email: Mcayen@ohanawealthadvisory.com

Phone: 248-246-8080

Website: www.ohanawealthadvisory.com

## ***II. Proposed Locations for Artwork (Please prioritize.)***

Priority 1:

Site: south side of building

Priority 2:

Site:

Please attach visual representations of proposed sites.

## ***III. Artwork Identification***

Artwork Name: Hawaiian Dance

Year: 2024

Artist: adrenalina

Medium/Material: 3M 480 Envision film, Made for wrapping buildings.

Dimensions: 35 ft x 25 aprox see attached photo.

Footing Requirements: na

Value of Artwork: na

#### **IV. Visual Representation of Artwork Attachment**

- Drawing, photograph or other visual representation of artwork indicating its height, width, and relationship to desired site are to be attached with proposal.
- Additional information including brief narrative of proposal including concept or visual representation of footing requirements may be attached if necessary.

#### **V. Artist Statement Attachment**

- Brief description of artist's work.

#### **VI. Artist Bio and References Attachment**

- Please attach an artist biography and three (3) professional references.

#### **VII. Liability and Legal Requirements**

- All installed public art is subject to a contract and license agreement between the artist, owner, or representative and the City of Royal Oak for the duration of display. Projects shall not be initiated until legal requirements are approved by City Staff and the City Commission.

#### **VIII. Submission of Application**

- **Send completed application with required attachments to [ROCFA@romi.gov](mailto:ROCFA@romi.gov).**

***Failure to provide the information outlined above may result in the City's rejection of this proposal until all the requested information is provided.***

For any questions regarding this application or the Royal Oak Commission for the Arts, please contact Assistant to the City Manager Susan Barkman at 248-246-3204 or [Susanb@romi.gov](mailto:Susanb@romi.gov)



October 9, 2024

To: Commission for the Arts Members

Please accept my application for the Hawaiian Dance Mural for the corner of 13 mile and Campbell Rd. This is a mural that is done as a building wrap and is done professionally by:

**Jeff Roosa - DPI Graphics, Inc**  
**734.239.2499 - [dpiwraps.com](http://dpiwraps.com)**

Some of his clients include:

- **The University of Michigan**
- **Michigan State University**
- **Fox Sports Detroit**
- **The City of Detroit**
- **3M**

Please see this link to see examples of other murals on buildings.  
<https://dpiwraps.com/gallery/>

We look forward to working with the city to help Enhance and Beautify one of the great neighborhoods in Royal Oak.

Sincerely,

Michael J. Cayen CRC®  
Certified Retirement Counselor®  
Financial Advisor  
Owner of Building

---

3315 N. Campbell Rd. | Royal Oak, MI 48073

Office: 248.246.8080 | [info@ohanawealthadvisory.com](mailto:info@ohanawealthadvisory.com) | [www.ohanawealthadvisory.com](http://www.ohanawealthadvisory.com)

Securities offered through Registered Representatives of Cambridge Investment Research, Inc., a broker-dealer, member FINRA/SIPC. Advisory services offered through Cambridge Investment Research Advisors, Inc., a Registered Investment Advisor. OHANA Wealth Advisory and Cambridge are not affiliated | MC2020



Wall Mural Dimensions: 15'wide x 10'high



# Proclamation Designating November Lung Cancer Awareness Month in Royal Oak

**Whereas**, lung cancer is the leading cause of cancer death among men and women in the United States, accounting for more deaths than colon cancer, breast cancer, and prostate cancer combined; and

**Whereas**, according to the Centers for Disease Control most recent data, there were 209,500 new lung cancer cases in 2022, and 131,888 deaths due to lung cancer in 2022; and

**Whereas**, the five-year survival rate for localized lung cancer is approximately 60-percent, yet only and estimated 24-percent of lung cancers are diagnosed at this stage; and

**Whereas**, screening for lung cancer for high-risk individuals using low-dose computed tomography can lead to the earlier detection of lung cancer and save lives, reducing the mortality by 20-percent when compared to screening by chest x-ray in the National Lung Screening Trial and reducing the risk of death at 10-years by 24-percent in men and 33-percent in women as demonstrated by another large randomized trial; and

**Whereas**, funding for lung cancer research trails far behind funding for research of many other cancers, and additional research is needed in early diagnosis, screening, and treatment for lung cancer as well as in lung cancer affecting women and lung cancer health disparities; and

**Whereas**, lung cancer incidence is decreasing twice as fast in men as it is in women, each year more women die from lung cancer than breast cancer and by 2035, more women will die from lung cancer than men; and

**Whereas**, African Americans have the highest lung cancer incidence and mortality of all races, and disparities in lung cancer screening, diagnosis, treatment, and mortality are well characterized among African Americans and other racial minorities; and

**Whereas**, lung cancer in individuals who never smoked is the 7th leading cause of cancer-related death and accounts for 17,000-26,000 deaths in the US every year, 60-70-percent of individuals diagnosed with lung cancer who never smoked are women and the proportion of lung cancers diagnosed in people who never smoked is increasing in the US; and

**Whereas**, radon is the leading cause of lung cancer among individuals who never smoked and the second leading cause of lung cancer overall; and

**Whereas**, the stigma surrounding lung cancer creates barriers to early diagnosis, treatment, and funding for research, has a detrimental impact on the quality of life of people diagnosed with lung cancer, and hinders awareness of and research into lung cancer risk factors other than smoking; Whereas lung cancer research is leading to breakthroughs in the identification of genetic alterations associated with lung cancer and in the development of lung cancer treatments, including immunotherapies and targeted therapies; and

**Whereas**, organizations working in the United States and Royal Oak such as the American Lung Cancer Screening Initiative and Women's Lung Cancer Forum, are committed to educating about

lung cancer and lung cancer screening and working to increase lung cancer screening rates in Royal Oak.

**Now, therefore**, be it resolved, I Mayor Fournier, and members of the Royal Oak City Commission on behalf of the entire Royal Oak Community do hereby proclaim November 2024 as Lung Cancer Awareness Month in Royal Oak, and recognize the need for research in lung cancer affecting women and lung cancer health disparities, and encourage all citizens to learn about lung cancer and early detection through lung cancer screening.



Mayor Michael C. Fournier  
City of Royal Oak

A large, stylized, light orange logo consisting of the letters "RO" is centered on the page. The "R" is a vertical rectangle with a diagonal cut, and the "O" is a circle with a diagonal cut through it, creating a shape that resembles a heart or a stylized letter "R". The logo is set against a background of three concentric light orange circles.

**City of Royal Oak Investment Portfolio**
**Sep-24**

ISSUER	TYPE	PURCH. DATE	MATURITY DATE	Rate	Yield	No of days	Investment	Annualized Interest	Principal + Interest	Investments
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
PNC Bank	CD	7/30/24	1/25/25	4.75%	4.75%	179	500,000.00	23,750.00	523,750.00	500,000.00
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
CIBC	CD	7/10/24	7/10/25	5.20%	5.20%	365	2,165,387.60	112,600.16	2,277,987.76	2,165,387.60
PNC Bank	CD	8/20/24	2/15/25	4.25%	4.25%	179	806,321.16	34,268.65	840,589.81	806,321.16
Citizens State Bank	CD	8/26/24	8/26/25	4.60%	4.65%	365	1,025,918.03	47,192.23	1,061,440.41	1,025,918.03
Flagstar Bank	CD	8/26/24	1/22/25	4.99%	4.99%	149	2,142,292.91	106,900.42	2,249,193.33	2,142,292.91
CIBC	CD	9/18/24	9/17/25	4.50%	4.50%	364	1,164,931.86	52,421.93	1,217,353.79	1,164,931.86
CIBC	CD	9/18/24	9/17/25	4.50%	4.50%	364	1,166,551.83	52,494.83	1,219,046.66	1,166,551.83
PNC Bank	CD	9/19/24	3/17/25	4.25%	4.25%	179	810,042.67	34,426.81	844,469.48	810,042.67
First Merchants Bank	CD	9/19/24	9/19/25	5.25%	5.35%	365	2,314,978.16	121,536.35	2,436,514.51	2,314,978.16
First Merchants Bank	CD	9/19/24	9/19/25	5.25%	5.35%	365	2,314,978.16	121,536.35	2,436,514.51	2,314,978.16
<b>Huntington Investments, brokered</b>										
Dreyfus Cash Mgt	MM	9/1/24	month end	4.62%	4.40%	30	9.67	0.45	10.12	9.67
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
General Motors, 1,049m	CP	07/15/24	01/31/25	0.00%	5.448%	200	1,018,704.30	-	1,018,704.30	1,018,704.30
HSBC USA Inc, 555k	CP	7/31/24	2/7/25	0.00%	5.31%	191	540,064.22	-	540,064.22	540,064.22
Bank of America	CD	9/11/24	9/11/25	4.30%	4.30%	365	507,000.00	21,801.00	528,801.00	507,000.00
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
USTreasury Bill, 518.2k	USTB	9/4/24	2/20/25	0.00%	4.78%	169	507,009.76	-	507,009.76	507,009.76
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 Bill, 1.0236m	USTN	9/23/24	3/13/25	0.000%	4.36%	171	1,003,226.10	-	1,003,226.10	1,003,226.10
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	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	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	9/1/24	9/30/24	4.80%	4.80%	30	-	-	-	-
Federated Treas Oblig F	C/CE	9/1/24	9/30/24	4.80%	4.80%	30	413,871.70	19,865.84	433,737.54	413,871.70
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,10	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 Bk, 300	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 Bk, 400	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 Bk, 325	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 Bk, 325	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 Bk, 325	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 Bk, 300	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
FedHome Loan Bk, 250	Agency	9/18/24	2/20/25	4.875%	4.88%	155	250,172.50	12,195.91	262,368.41	250,172.50

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
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	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
Fed Farm Credit, 200	Agency	8/6/24	8/16/27	3.75%	3.76%	1,105	199,824.07	7,493.40	207,317.47	199,824.07
Fed Farm Credit, 325	Agency	9/24/24	3/24/28	3.500%	3.50%	1,277	325,094.25	11,378.30	336,472.55	325,094.25
FedHome Loan Bk, 300	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
Fed Farm Credit, 275	Agency	7/19/24	12/7/29	4.25%	4.20%	1,967	276,537.25	11,752.83	288,290.08	276,537.25
Michigan St Hsg Dev, 150 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** **61,792,711.29**

							Current Interest		Checking and Savings Account
Chase, JPMorgan	Chk	AP check'g	9/30/24	1.85%			4,104.68		4,322,200.93
Chase, JPMorgan	Chk	Auto	9/30/24	2.04%			208.63		176,461.06
Huntington	Chk	Pooled	9/30/24	*			-		11,827,766.86
Huntington	Chk	Pooled AP	9/30/24	*			-		1,230,466.96
Huntington	Chk	Auto	9/30/24	*			-		14,793.58
Huntington	Chk	Trust/tax	9/30/24	*			-		454,214.46
Huntington	Chk	Payroll	9/30/24	*			-		15,160.55
Huntington	Chk	Farm Mkt	9/30/24	*			-		47,287.56
Huntington	Chk	IceArena	9/30/24	*			-		22,266.54
MI Class		Inv/Savings-Tax	9/30/24	4.977%			-		-
MI Class		Inv/Savings-pooled	9/30/24	4.977%			253,044.07		45,295,832.69
PNC Bank	MM	Ambulance	9/30/24	2.86%			3,422.92		413,160.16

**Checking/Savings Total** **63,819,611.35**

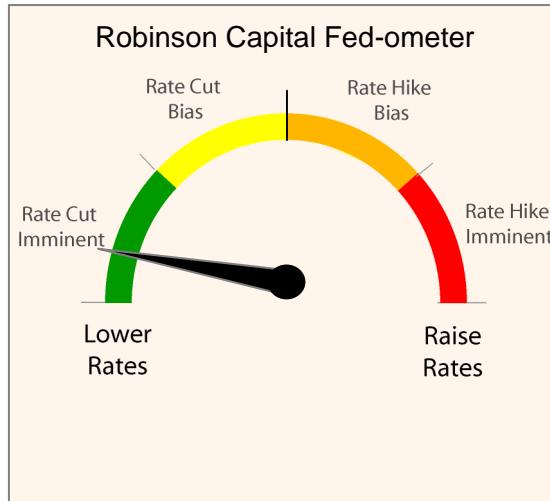
**Total Investments & Bank Balance** **61,792,711.29** **2,784,385.73** **64,304,646.87** **125,612,322.64**

\* checking accounts generally earn zero interest or an under-market rate

# Short-Term Bond Strategies

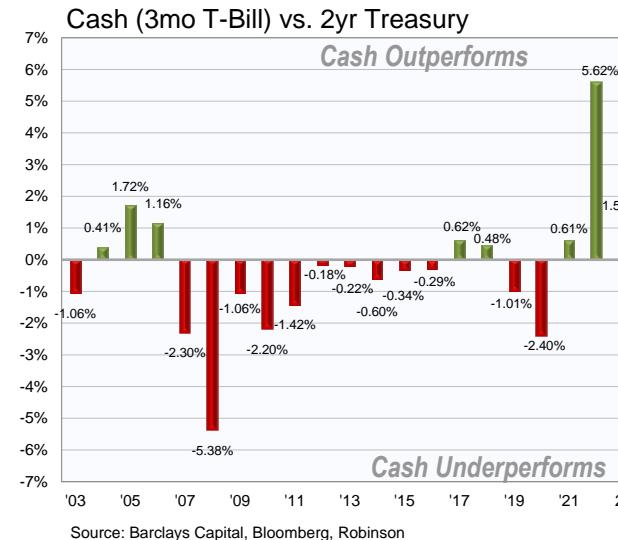
September 2024

## Federal Reserve Stance



We are onto the next stage of the interest rate cycle as the Federal Reserve decided to lower the Fed Funds rate by 0.50% in mid-September. With inflation slowing and job gains shrinking, the Fed believed they'd seen enough with the data trends to move now rather than wait for inflation to return to 2% or for jobless claims to meaningfully begin to rise. Fed Chair Powell has telegraphed further rate cuts and the market expects the Fed Funds rate to fall to 3.0% by the end of 2025.

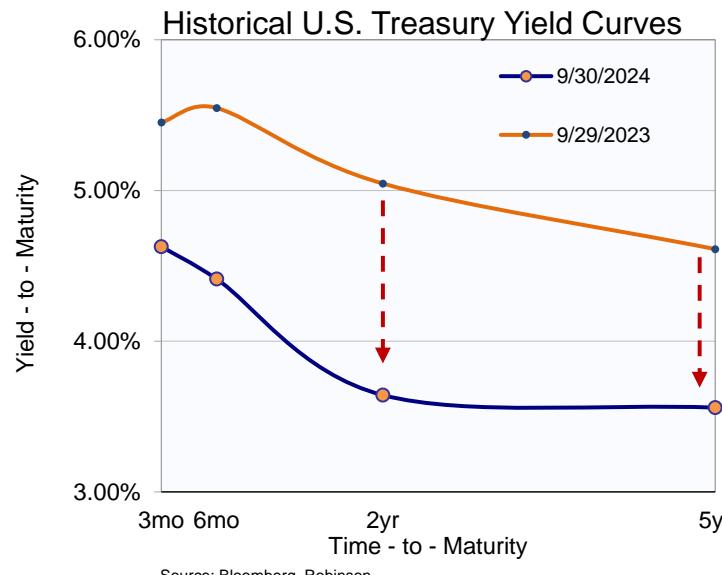
## Performance



With bond yields continuing to push lower, the 2-Year Treasury and the 3-Month T-Bill have nearly the same year-to-date performance.

Returns	September	YTD
3mT-Bill	0.44%	4.06%
2y Tsy	0.77%	3.99%

## Yield Curve



Over the last year yields on 2-Year and 5-Year Treasuries have fallen 1.41% and 1.05% respectively. This move has caused the yield curve to steepen, or become less inverted. The 2-Year will be much more impacted by Federal Reserve policy, while the 5-Year is more reflective of long-term expectations for economic growth and inflation.

## Graph of the Month



Two years of decade high interest rates have brought the existing home market to a standstill evidenced by nearly 18 straight months of the lowest transaction volumes since 2001. Home prices remain expensive, but lower mortgage rates should help unfreeze this market. Importantly, mortgage rates follow the 10-Year Treasury rather than the Fed Funds rate and those rates don't move in lockstep (ex: after the 0.50% Fed rate cut, 10-Year yields are higher by 0.20%).

## Economic Comments

- Market Review:** The Robinson Leading Economic Index remains just inside of contraction territory. Many of our leading indicators have begun to turn over after recovering earlier this year from very low levels.
- Government Spending:** Since 2015 we have seen a new development where historically low unemployment rates are now accompanied with sizeable, increasing federal deficits instead of the declining deficits (and even a surplus!) we saw over the previous four cycles. We are currently running with the highest deficits in 40 years excluding the Great Recession and the aftermath of COVID-19 (see bottom left). We are doing this with exceptionally low unemployment rates, strong GDP growth and strong stock/housing markets. If the weakening economy falls into an outright recession, increased unemployment would negatively impact both the revenue and spending side of the equation not to mention increased spending from the typical recovery economic package. Bond investors are increasingly focused on the potential impacts on economic growth and inflation if the government is running deficits of 10% of GDP on a sustained basis.
- Inflation:** While the Consumer Price Index (CPI) has continued to push down toward the Fed's 2% target and well off its high of 9% in 2022. A different inflationary gauge that strips out energy, food and shelter is called CPI Super Core Services and is a way to analyze some of the underlying inflation pressures in the economy that may be longer lasting than price moves in the more volatile categories in the CPI. This measure has been elevated for 18 months and remains north of 4% (see bottom right).

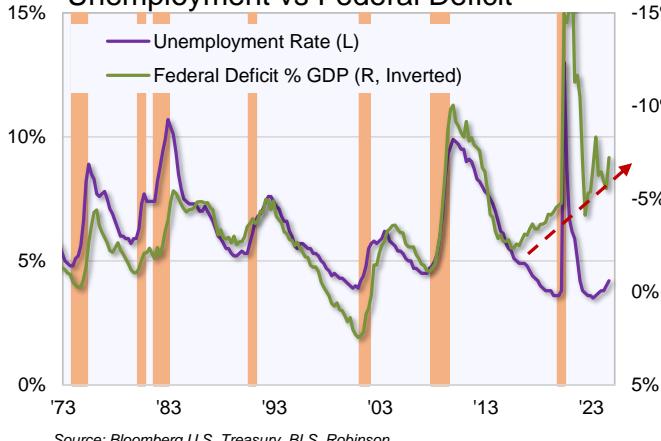
## Robinson Leading Economic Index



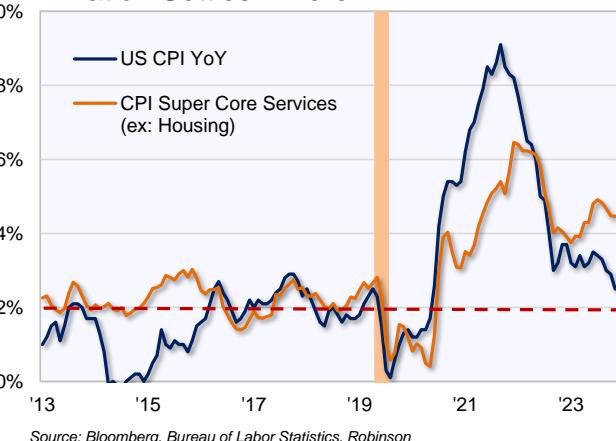
## Robinson Leading Economic Index



## Unemployment vs Federal Deficit



## Inflation Settles Where?



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## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	Michigan Liquor Control Commission – Buzz Group, LLC (d.b.a. Voodoo Brewing Company)	
<b>SUBMITTING DEPARTMENT</b>	Police Department	
<b>PRESENTER</b>	Chief Michael Moore	
<b>MEETING DATE</b>	October 28, 2024	
<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 Buzz Group, LLC, to review a new proposed plan of operation to be located at 112 S. Main Street, Royal Oak, Michigan (formerly Blaze Pizza). The Class C liquor license, including Sunday Sales Permit (a.m./p.m.), SDM license and Outdoor Service Area Permit, is being purchased from ACW Royal Oak, LLC (formerly Wahlburgers) and is currently in escrow at 30955 Woodward Avenue Ste 605, Royal Oak, Michigan. The applicant will be doing business as Voodoo Brewing Company.

Voodoo Brewing Company, a franchise based in Pennsylvania, is opening its first location in Michigan. All alcohol will be brewed in Pennsylvania and then shipped to the Royal Oak location. No brewing will take place on-site. If approved, Voodoo Brewing Company will operate as a full-service restaurant and bar. They will serve appetizers and house made pizza. The food to alcohol ratio is anticipated to be 60 percent food to 40 percent alcohol.

Total proposed interior seating will be for 110 patrons which includes 15 bar seats. Voodoo Brewing Company is requesting one outdoor seating area. This area will be approximately 19 feet by 8 feet and provide seating for 12 patrons.

The police department does not anticipate this request to cause any additional strain on police resources.

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### Fiscal Impact

BUDGET SUMMARY	
<b>EXPENDITURE REQUIRED</b>	
<b>AMOUNT CURRENTLY BUDGETED</b>	
<b>BUDGET AMENDMENT REQUIRED</b>	\$0.00 (BA between dept; net -0- effect on FB)
<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.)

<input type="checkbox"/> No fiscal impact	<input type="checkbox"/> Revenue impact (details below)
<input type="checkbox"/> Workload impact (details below)	<input type="checkbox"/> 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.*

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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**, that the City Commission hereby approves the Plan of Operation, dated October 1, 2024, for Buzz Group, LLC d/b/a Voodoo Brewing Company, located at 112 S. Main Street, Royal Oak, Michigan.

**Be it further resolved**, that the City Commission hereby approves the proposed Entertainment Permit Agreement with Buzz Group, LLC and authorizes the Mayor and City Clerk to execute same on behalf of the city.

**ATTACHMENTS:**

**Police Department Memorandum**

**Proposed Plan of Operation**

**Proposed Floor Plan**

**Voodoo Brewing Company Entertainment Permit Agreement**

**Review of New Plan of Operation  
Buzz Group, LLC (112 S. Main Street)**

October 7, 2024

The Honorable Mayor Fournier and  
Members of the City Commission

The Royal Oak Police Department has received a request from Buzz Group, LLC, d/b/a Voodoo Brewing Company, located at 112 S. Main Street, to approve a new Plan of Operation in connection with a proposed full-service restaurant and bar and proposed transfer of a Class C Liquor License, with Sunday sales, an SDM license and Outdoor Service Area Permit at the location. The applicants are also seeking an Entertainment Permit as part of this proposed plan of operation that would permit occasional live entertainment such as a 1-to-3-person band and piped or canned music.

As indicated in the accompanying memorandum and attachments from Lt. Karly Renaud, the applicant is proposing to open a new restaurant at 112 S. Main Street and, if approved, will be purchasing a Class C Liquor License, with Sunday sales from the former Wahlburgers which is currently in escrow at 30955 Woodward Avenue Ste 605, Royal Oak, Michigan.

The City Attorney's Office has reviewed the proposed Plan of Operation for this location and finds that it meets the requirements contained in the Royal Oak City Code of Ordinances, Section 430, for a plan of operation for the transfer of a liquor license for on-premise sale and consumption of alcohol. The Entertainment Permit is also in compliance with the City's Code of Ordinances.

The City Attorney's Office and the Police Department have no objection to the proposed Plan of Operation and if approved, the application will be required to comply with all planning, zoning, and building requirements and all requirements of Section 430 of the City of Royal Oak Code of Ordinances. The applicant shall also be required to strictly adhere to the City's Entertainment Permit Agreement.

Because this is a relocation of an existing license within the City, to a new location within the City, the City Commission is *not* required to conduct a public hearing per the Code of Ordinances.

If the City Commission agrees with the recommendations, a proposed resolution to approve is provided in the City Commission Agenda Item.

Respectfully submitted,



Niccolas J. Grochowski  
City Attorney



Royal Oak Police Department  
450 E Eleven Mile  
Royal Oak, MI 48067  
248.246.3500

To: Mark Wollenweber, Interim City Manager  
From: Karly Renaud, Lieutenant  
CC: Michael Moore, Chief of Police  
Date: October 2, 2024  
Re: **Request to review a new plan of operation from Buzz Group, LLC, to be located at 112 S. Main Street, Royal Oak, Michigan. The Class C liquor license is being purchased from ACW Royal Oak, LLC at 30955 Woodward Avenue Ste 605, Royal Oak, Michigan and is currently in escrow.**

---

The Royal Oak Police Department has received a request from Buzz Group, LLC, to review a new proposed plan of operation to be located at 112 S. Main Street, Royal Oak, Michigan (formerly Blaze Pizza). The Class C liquor license, including Sunday Sales Permit (a.m./p.m.), SDM license and Outdoor Service Area Permit, is being purchased from ACW Royal Oak, LLC (formerly Wahlburgers) and is currently in escrow at 30955 Woodward Avenue Ste 605, Royal Oak, Michigan. The applicant will be doing business as Voodoo Brewing Company.

Buzz Group, LLC is owned by Michael Dimmer (100%). The applicant is purchasing the Class C liquor license for \$132,000. The applicant will be leasing the building from DARA, Inc., for \$9,158.33 a month. The applicant will also spend \$718,000 on building renovations, installing new furniture, fixtures, equipment, and inventory. The project will be funded by \$850,000 in personal savings. The applicant anticipates opening in January 2025.

Michael Dimmer graduated from Central Michigan University with a bachelor's degree in marketing. Mr. Dimmer served as a creative marketing director for Car.com, an internet company that sold online leads from the consumer to auto dealerships. Mr. Dimmer used his internet experience to start an ad only specialty site in 2003, which turned into a custom apparel decoration online store in 2004 called Kwickytee.com. In 2017, Kwickytee.com was rebranded as Buzztees.com, and currently has five employees who design and decorate apparel. Mr. Dimmer's annual sales for Buzztees.com is over \$500,000. The applicant believes Royal Oak is an ideal location for a brewpub because it has a strong sense of community and a thriving downtown that supports small businesses. The applicant does not have any experience owning, managing, or working at an establishment with a liquor license or in the food service industry.

Mr. Dimmer will be responsible for the day-to-day operations of Voodoo Brewing Company. The applicant will seek out a general manager approximately 6-8 weeks prior to opening the establishment. The applicant is also actively seeking a management team with experience in the industry to assist in his successful launch.

Voodoo Brewing Company, a franchise based in Pennsylvania, is opening its first location in Michigan. All alcohol will be brewed in Pennsylvania and then shipped to the Royal Oak

location. No brewing will take place on-site. If approved, Voodoo Brewing Company will operate as a full-service restaurant and bar. They will serve appetizers and house made pizza. The food to alcohol ratio is anticipated to be 60 percent food to 40 percent alcohol.

The requested hours of operation are Monday through Wednesday from 11:00 a.m. until 11:00 p.m., Thursday from 11:00 a.m. to midnight, Friday and Saturday from 11:00 a.m. until 2:00 a.m., and Sunday from 11:00 a.m. until 10:00 p.m. The kitchen will be open until one hour before closing each night. Last call for alcohol will be thirty minutes before closing with last service twenty minutes before closing.

Voodoo Brewing Company will have approximately 3,815 useable square feet. Total proposed interior seating will be for 110 patrons which includes 15 bar seats. Voodoo Brewing Company is requesting one outdoor seating area. This area will be approximately 19 feet by 8 feet and provide seating for 12 patrons. No music will be played in the outdoor service area. Final overall capacity will be set by the police department after recommendations from both the building and fire departments.

The applicant is requesting an Entertainment Permit. The applicant is requesting to offer occasional live entertainment such as a 1-to-3-person band. The applicant will also have piped or canned music that will be played. The sound will be restricted to a level which will not adversely impact neighboring or adjoining property owners, and Voodoo Brewing Company will comply with the provisions of the sound ordinance. The applicant has also agreed to sign and strictly adhere to the city's Entertainment Permit Agreement. The applicant is not requesting to have a dance floor.

I spoke with Michigan Liquor License Control Inspector, Justin Kaines, who stated he did not discover any issues with the transfer of the liquor license.

My findings indicate the applicant meets the requirements necessary to be granted this request. The applicant is investing substantially in this venture and is committed to succeeding. The applicant is seeking out local talent with experience in the industry to oversee this venture and fulfill their goal. The police department does not anticipate this request to cause any additional strain on police resources.

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 Business Proposed Plan of Operation**  
**October 1, 2024**

**Business Name:** **Buzz Group, LLC**

**Doing Business As:** **Voodoo Brewing Co.**  
**112 S. Main Street**  
**Royal Oak, MI 48067**

**Hours of Operation:** Sunday 11:00a.m to 10:00p.m.  
Monday 11:00a.m. to 11:00p.m.  
Tuesday 11:00a.m. to 11:00p.m.  
Wednesday 11:00a.m. to 11:00p.m.  
Thursday 11:00a.m. to 12a.m.  
Friday 11:00a.m. to 2:00a.m.  
Saturday 11:00a.m. to 2:00a.m.

Last call will be 30 minutes before closing and last service will be 20 minutes before closing.  
The kitchen is open until one hour before closing.

**Format:** The premises will be primarily operated as a Bistro Style restaurant serving craft beer and craft cocktails. We plan to have 110 interior seats, including 15 seats at the bar, and an outdoor service area with 12 seats. A copy of the interior floor plan is attached.

Food sales is the primary focus of this establishment and the ratio of food to alcohol sales will be 60% food sales and 40% alcohol sales.

**Code Compliance:** The premises will fully comply with all applicable health, safety, building, sanitation, electrical, plumbing, and fire codes as well as zoning requirements.

**Plan of Operation:** It is acknowledged that under Ordinance No. 2011-19, Section 430-4, 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.

**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 our customers to the expected level.

**Parking Provisions:** Available parking includes public lots, street parking and parking structures in the vicinity of the business and will be accessible to both customer and staff.

**Menu:** Please see attached an example of the Voodoo Brewery menu.

**Entertainment:** Voodoo Brewing Company may offer occasional entertainment, such as live bands or a DJ. The Entertainment permit will be used in conjunction with an “Entertainment Permit Agreement” executed between Voodoo Brewing Company and the City

**Dance:** We will not have a Dance Permit.

**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 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. All reasonable and necessary safeguards shall be implemented to assure against underage and/or irresponsible drinking. Employees will be trained in TAM or TIPS training.

Employees trained in TAM or TIPS shall include:

- All Supervisors
- All Servers
- All Host & Hostess Staff

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: impaired reflexes, impaired coordination, reduced judgment and inhibitions, impaired vision, and 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. Patrons who appear to be 30 years of age or younger will be asked to show proper Michigan 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 the identification card.
  - 5.3 Do not return falsified identification cards. Call management immediately.

6. If a patron shows signs of intoxication, then refuse service, politely explain policy, suggest non-alcoholic purchase, and call management immediately.
7. If a patron is purchasing on behalf of someone else who appears less than 30 years old, then request to see identification of recipient or contact supervisory personnel who will seek person(s) out. Refuse service to minors. Inform all parties involved that the 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
9. When in doubt, do not serve – call supervisor
10. Observe all patrons leaving the property. No alcoholic beverages are allowed to leave the facility or property.
11. Supervisory and management personnel will complete documentation of any alcohol-related incidents at the end of the event. Information will be disseminated accordingly.

**Outdoor Service Area:**

The dimensions of the outdoor service area measures approximately 8'-10 1/2" feet long by 7'-11 1/2" deep and has seating for 12 patrons. Buzz Group LLC's (dba Voodoo Brewing) hours of operation for the outdoor service area will be the same as the previously listed business hours of operation.

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 will 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 prior approval and inspection by the Police and Engineering Department;
- d. The use of alcohol will be allowed in accordance with the rules of the Michigan Liquor Control Commission and the City's Ordinances from April 15th to October 31st;

- e. The Outdoor Service Area will be clean free of debris of trash. The Area shall be cleaned at the close of each business day; and,
- f. Buzz Group LLC's (dba Voodoo Brewing) will pay fees in accordance with the City's Sidewalk Café License Agreement application.
- g. There will not be piped or canned music in the outdoor service area.

**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.

**Refuse:** The establishment will dispose of refuse in enclosed dumpster(s). Pickup will be a minimum of one time per week. Management will monitor the effectiveness of trash pick up and make necessary changes, if needed. Staff will maintain the surrounding premises on a daily basis, taking care to pick up our debris, as well as that of our neighbors and guests.

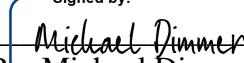
**General:** Every effort will be made to maintain positive relationships with adjacent and nearby businesses as well as cooperation with all City departments. Every effort will be made to solve any problems that arise.

**Emergency:**

In case of emergency, contact the following individuals:

Michael Dimmer Phone: 248-830-1083

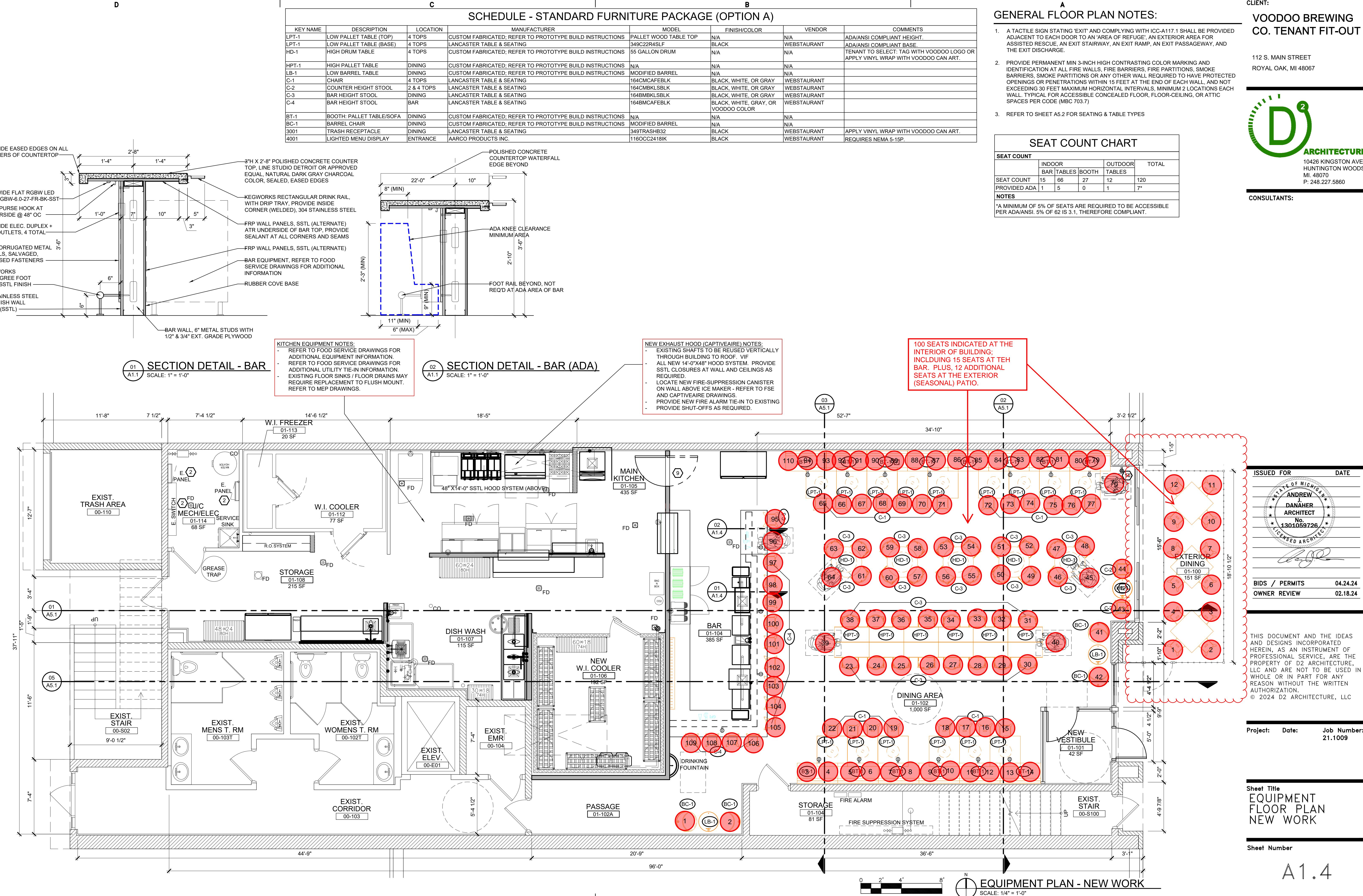
**BUZZ GROUP, LLC**  
**d/b/a VOODOO BREWING COMPANY**  
A Michigan Limited Liability Company

Signed by:  
  
By: Michael Dimmer  
C01EAV22 848457A

Dated: 10/2/2024





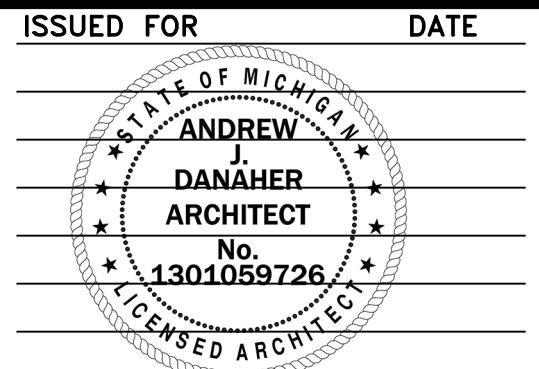


CLIENT:  
VOODOO BREWING  
CO. TENANT FIT-OUT

112 S. MAIN STREET  
ROYAL OAK, MI 48067



CONSULTANTS:



BIDS / PERMITS 04.24.24  
OWNER REVIEW 02.18.24

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Project: Date: Job Number: 21.1009

Sheet Title  
EQUIPMENT  
FLOOR PLAN  
NEW WORK

Sheet Number

## ENTERTAINMENT PERMIT AGREEMENT

THIS AGREEMENT is entered into this 28<sup>th</sup> day of October, by and between **BUZZ GROUP , LLC**, a Michigan Limited Liability Company doing business as **VOODOO BREWING CO.** at 112 S. Main Street, Royal Oak, Michigan 48067 and the **City of Royal Oak**, a Michigan Municipal Corporation with offices at 203 S Troy Street, Royal Oak, Michigan 48067 (the "City").

### RECITALS

WHEREAS, **BUZZ GROUP, LLC** is proposing to conduct business as a **full service restaurant and bar** at, **112 S. Main Street, Royal Oak, Michigan 48067** Royal Oak, Michigan; and

WHEREAS, **BUZZ GROUP, LLC** has submitted a proposed Plan of Operation to the City for its approval; and

WHEREAS, the proposed Plan of Operation for **BUZZ GROUP, LLC** includes live entertainment on its premises, pursuant to an Entertainment Permit from the Michigan Liquor Control Commission; and

WHEREAS, pursuant to Michigan law and the City Code, City Commission approval of the proposed Plan of Operation for **BUZZ GROUP, LLC** is required; and

WHEREAS, the City, through its City Commission, has expressed its reluctance to grant approval of a Plan of Operation which includes an Entertainment Permit, which will allow **BUZZ GROUP, LLC** or any subsequent licensee at **112 S. Main Street, Royal Oak, Michigan 48067** to have topless entertainment, lingerie fashion shows, or similar type entertainment on the premises; and

WHEREAS, **BUZZ GROUP, LLC** has agreed enter into this Agreement to restrict the use and duration of an Entertainment Permit, in order to obtain City approval of its proposed Plan of Operation;

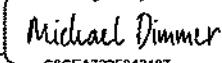
## AGREEMENT

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

1. The City, through its City Commission, shall approve the proposed Plan of Operation for **BUZZ GROUP, LLC**.
2. In consideration for the City's approval of the proposed Plan of Operation, **BUZZ GROUP, LLC** shall limit the entertainment on its premises to the type(s) described in its proposed Plan of Operation, and shall not permit any topless entertainment, lingerie fashion shows, or other similar type entertainment to be performed on its premises.
3. **BUZZ GROUP, LLC** shall otherwise comply with all rules and regulations of the Michigan Liquor Control Commission in the use of its Entertainment Permit.
4. Upon a foreclosure, lease, or sale of the premises commonly known as 112 S. Main Street, Royal Oak, Michigan, **BUZZ GROUP, LLC** shall request the Michigan Liquor Control Commission to revoke its Entertainment Permit without cause.
5. The Class C Liquor License, the Entertainment Permit and this Agreement shall be reviewed by the City Commission on or before October 28, 2024, and yearly thereafter; and **BUZZ GROUP, LLC** shall, if so requested by the City Commission, request the Michigan Liquor Control Commission to revoke its Entertainment Permit without cause.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

**BUZZ GROUP, LLC**  
DocuSigned by:

  
Michael Dimmer

By: Michael Dimmer

Its: Sole Member

**CITY OF ROYAL OAK**

By: Michael Fournier, Mayor

By: Melanie Halas, City Clerk



## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	<b>Lawson Park – Parking on E. Parent Avenue</b>	
<b>SUBMITTING DEPARTMENT</b>	<b>Department of Public Service</b>	
<b>PRESENTER</b>	<b>Aaron Filipski &amp; Holly Donoghue, P.E.</b>	
<b>MEETING DATE</b>	<b>October 28, 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

Special assessment paving of E. Parent Avenue between Longfellow Avenue and the dead end is planned for 2025 construction, and staff is working to finalize the design documents. This will be a 21-foot wide road, which only allows for on-street parking on one side of the road. A few neighbors requested that the city consider a pull-off parking area on the south side of E. Parent Avenue to help relieve parking congestion in the neighborhood overall, and also congestion on E. Parent Avenue.

Staff prepared a draft exhibit and cost estimate to install a pull-off parking area as shown in Attachment 1. The layout provides ten parking spaces total, with two being accessible. If the pull-off parking area is not approved, E. Parent Avenue will be signed for no parking on the north side of the road. This would leave the existing two accessible parking spaces, and two on-street parking spaces (Attachment 2).

The pull-off parking concept was presented to the Parks and Recreation Advisory Board on June 6, 2024. The board did not object to this installation but recommended community outreach to ensure the neighborhood is in support of the change. The board did not identify funding for this project, which is estimated to cost \$65,350. Note that when concepts for Lawson Park improvements were presented to residents several years ago, the neighborhood opposed the installation of a parking area within/around the park.

Staff had originally considered using Community Development Block Grant (CDBG) funding for the pull-off parking improvements because this neighborhood was previously in an eligible area of the city. However, the area is no longer within a low to moderate income census tract within the city and is therefore not eligible for CDBG funding. This work was not included in the city's capital improvement plan (CIP) and does not have an assigned funding source.

In order to construct these improvements, other proposed work would need to be deleted from the CIP for 2025. Staff has provided some potential options:

CIP Number	Project Description	Funding Source	Allocated Funding
2024-42	Park Drainage (for 2025)	Parks & Grounds	\$80,000
CAP2535	Benjamin Avenue mini traffic circles	Local Roads	\$100,000
CAP2535	Ravena Avenue Reconstruction (Chester to dead end)	Local Roads	\$175,617
CAP2535	Hillside Drive Reconstruction (Hillside Ct. to Yorba Linda)	Local Roads	\$169,490
CAP2514	W. Sixth Street Resurfacing (Washington to Center)	Major Roads	\$113,000

Considering that these projects have all been programmed and are partly or fully designed already, staff does not recommend reallocating funding to install this parking zone for Lawson Park in 2025. This parking area could be constructed in a future year without significantly impacting the new road installed in 2025, if funding is available.

## Fiscal Impact

BUDGET SUMMARY	
<b>EXPENDITURE REQUIRED</b>	<b>\$0 (potentially \$65,350)</b>
<b>AMOUNT CURRENTLY BUDGETED</b>	<b>\$0</b>
<b>BUDGET AMENDMENT REQUIRED</b>	<b>\$0</b>
<b>FUNDING SOURCE/ GL NUMBER</b>	<b>n/a</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  Revenue impact (details below)  
 Workload impact (details below)  Operations Impact (details below)

Because of funding issues, staff does not recommend this project. However, if the commission wishes to move forward with the parking area installation in 2025, a budget amendment and cancellation of one of the projects provided above should be included in the resolution.

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

The Strategic Plan includes a goal to provide diverse, accessible amenities throughout the city to encourage park usage.

## COMMUNITY ENGAGEMENT

Properties that have frontage along Lawson Park were notified of this item on the commission agenda.

## **BOARD AND COMMISSION FEEDBACK**

Not applicable.

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## **LEGAL COMMENTS**

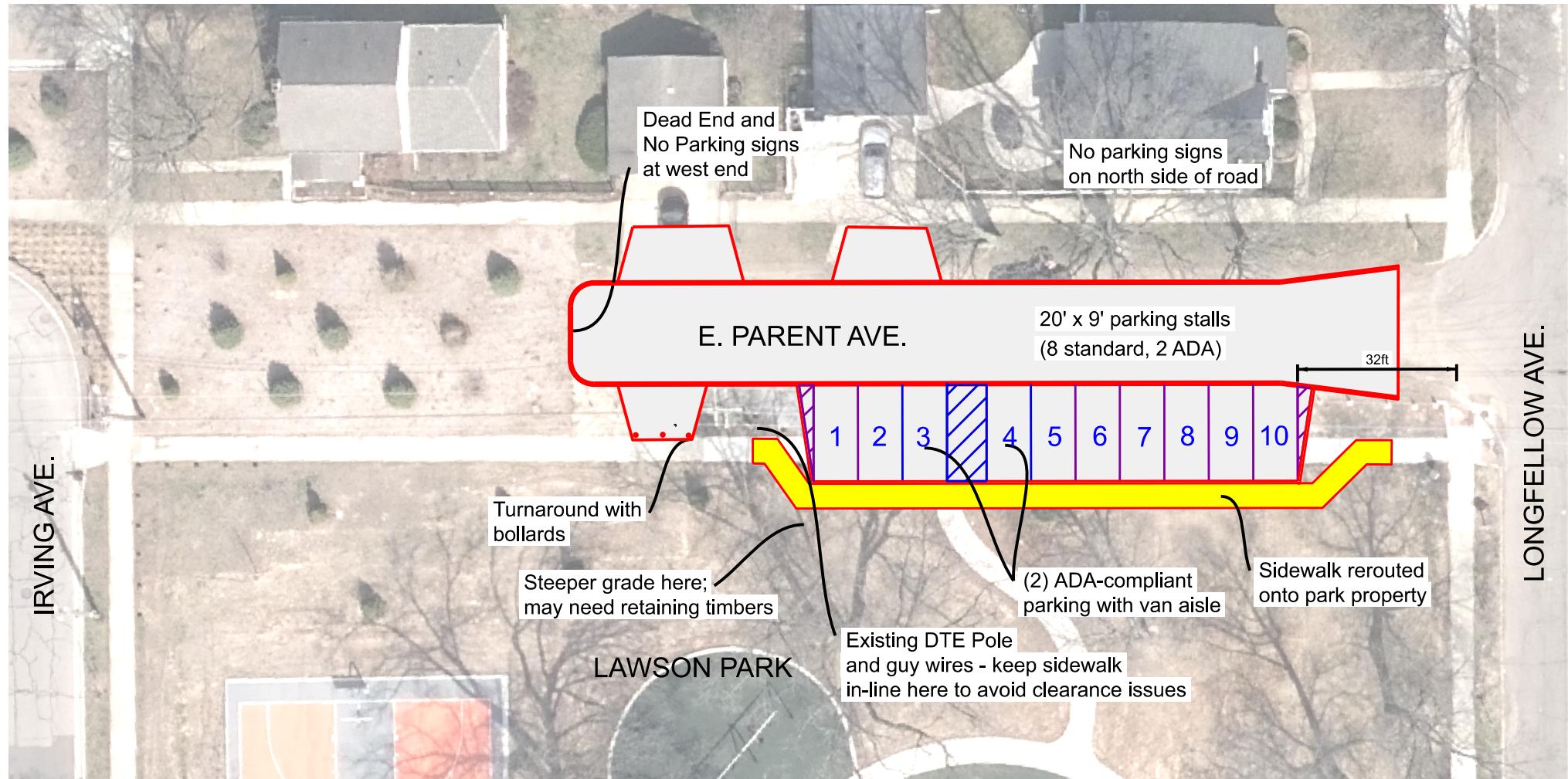
### **PROPOSED COMMISSION RESOLUTION:**

**BE IT RESOLVED**, the Royal Oak City Commission hereby denies the resident request for parking pull-off improvements on E. Parent Avenue for Lawson Park.

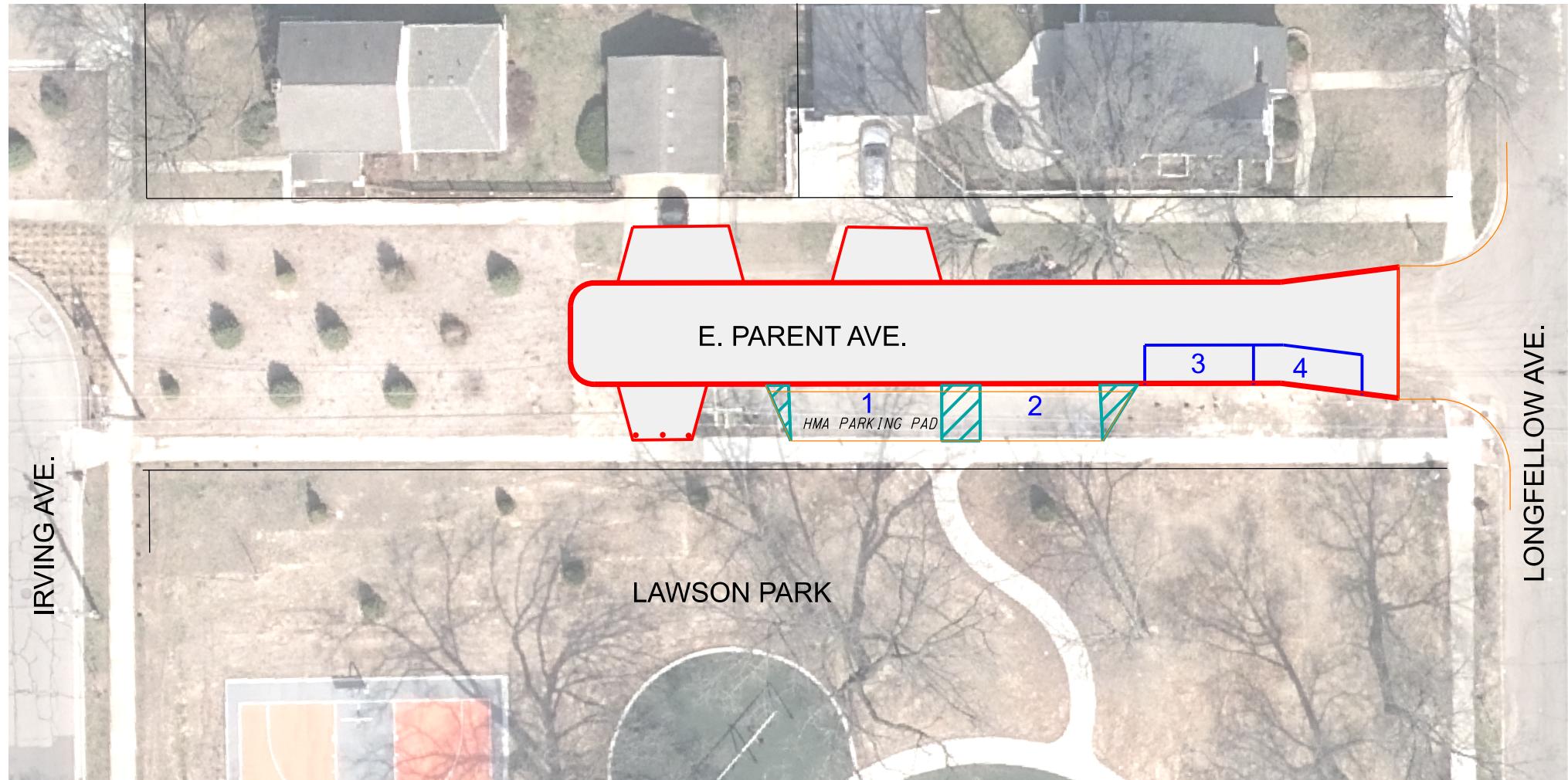
### **ATTACHMENTS:**

1. Pull-off Parking on E. Parent Avenue for Lawson Park
2. On Street Parking on E. Parent Avenue

## Attachment 1 - Pull-off Parking on E. Parent Avenue for Lawson Park



Attachment 2 - On Street Parking on E. Parent Avenue (after special assessment paving)





## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	<b>Consideration of Ordinance to Conditionally Rezone 1200 Knowles Street to General Industrial – Second Reading</b>	
<b>SUBMITTING DEPARTMENT</b>	<b>Community Development - Planning</b>	
<b>PRESENTER</b>	<b>Timothy E. Thwing</b>	
<b>MEETING DATE</b>	<b>October 28, 2024</b>	
<b>SECOND READING REQUIRED</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No

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

At the regular meeting of October 14, 2024, the City Commission approved the conditional rezoning of 1200 Knowles Street from “Mixed Use 1” to “General Industrial” on first reading. Approval of a site plan to allow reuse of the existing buildings on the property for a warehouse and distribution center with accessory packaging, assembly, storage, and offices was included as part of the first reading. The relevant documents from the first reading can be found [at this link](#).

Attached is the conditional zoning agreement required as part of the second reading. It includes the site plan as approved on first reading along with the Planning Commission’s memorandum of action.

---

### FISCAL IMPACT

<b>BUDGET SUMMARY</b>		
<b>EXPENDITURE REQUIRED</b>	\$0.00	
<b>AMOUNT CURRENTLY BUDGETED</b>	\$0.00	
<b>BUDGET AMENDMENT REQUIRED</b>	\$0.00	
<b>FUNDING SOURCE/ GL NUMBER</b>	\$0.00	
<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  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.*

The Planning Commission reviewed the application for consistency with the City's [Master Plan](#), including its goals and objectives as well as its [future land use map](#).

---

## **COMMUNITY ENGAGEMENT**

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

At their regular meeting of September 10, 2024, the Planning Commission conducted a public hearing on the conditional rezoning and associated site plan. Notice of the public hearing was published in the Royal Oak Tribune in accordance with state law. Notices were also mailed to property owners and residents within 300 feet of the subject site, also as required by state law. A sign was also posted on the property stating that a rezoning application had been submitted for the property.

No written comments were submitted for the Planning Commission's public hearing. Comments from members of the public at the public hearing as well as those from commissioners and the petitioner can be seen in the video of the September 10<sup>th</sup> meeting available at either the [Planning Commission's agenda center](#) on the City's website or the [WROK YouTube channel](#).

---

## **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 their regular meeting of September 10, 2024, the Planning Commission recommended that the property be conditionally rezoned from "Mixed Use 1" to "General Industrial," and that the associated site plan be approved with contingencies. Staff reports to the Planning Commission and correspondence from the petitioner can be found with the [on-line agenda materials](#) from the September 10<sup>th</sup> meeting.

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## **LEGAL COMMENTS**

### **PROPOSED COMMISSION RESOLUTION:**

**Whereas** the Royal Oak Planning Commission held a public hearing on September 10, 2024, and recommended approval of an amendment to the City of Royal Oak Zoning Map for the purpose of conditionally rezoning 1200 Knowles Street (parcel no. 25-22-377-028) from "Mixed Use 1" to "General Industrial;" and

**Whereas** the Royal Oak City Commission has determined that the Zoning Map amendment is consistent with the goals and objectives of the City of Royal Oak Master Plan and has received the record of public comments taken at the public hearing held at the Planning Commission meeting of September 10, 2024.

**Therefore, be it resolved**, that Ordinance 2024-##, entitled "An Ordinance to Amend the Zoning Map of the City of Royal Oak," is hereby adopted on second reading.

**The City of Royal Oak ordains:**

**Section 1 – Ordinance.** Pursuant to the provisions of the Michigan Zoning Enabling Act, Public Act 110 of 2006, as amended, and pursuant to all applicable provisions of law, the City of Royal Oak Zoning Map is hereby amended to conditionally rezone 1200 Knowles Street (parcel no. 25-22-377-028) from "Mixed Use 1" to "General Industrial," and SP 24-09-10, a site plan to allow establishment a warehouse and distribution center with accessory packaging, assembly, storage, and offices within existing buildings at 1200 Knowles Street (parcel no. 25-22-377-028), is hereby approved, subject to the associated "conditional zoning agreement."

**Section 2 – Severability.** If any section, subsection, clause, phrase or portion of this ordinance is for any reason held invalid or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent portion of this ordinance, and such holding shall not affect the validity of the remaining portions of this ordinance.

**Section 3 – Savings.** As 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 are commenced.

**Section 4 – Repealer.** All ordinance or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this ordinance full force and effect.

**Section 5 – Effective Date.** This ordinance shall be published in a newspaper of general circulation in the City of Royal Oak and shall become effective ten (10) days after publication, as provided by law.

**Be it further resolved** that the City Commission hereby approves the associated conditional zoning agreement required as part of the second reading for ordinance 2024-##, subject to any final revisions from the City Attorney, and that the Mayor and City Clerk are hereby authorized to execute said agreement.

<b>FUND IMPACTED:</b>	
<b>APPROPRIATIONS:</b>	<b>INCREASE (DECREASE)</b>
<b>N/A</b>	<b>\$0.00</b>
<b>TOTAL APPROPRIATIONS</b>	<b>\$0.00</b>
<b>NET INCREASE (DECREASE) TO FUND BALANCE</b>	<b>\$0.00</b>

**ATTACHMENTS:**

**1 – Conditional Zoning Agreement**

---

(Above space for recording purposes.)

## **CONDITIONAL ZONING AGREEMENT**

THIS CONDITIONAL ZONING AGREEMENT is hereby entered into and among IGWT Realty 10, LLC, 1200 Knowles Street, Royal Oak, Michigan 48067, a Michigan limited liability company (“Developer”), and the CITY OF ROYAL OAK, MICHIGAN, 203 South Troy Street, Royal Oak, Michigan 48067, a Michigan municipal corporation (“City”), on October 28, 2024.

### **RECITALS**

A. The Developer is currently the fee owner of real property located at 1200 Knowles Street, Royal Oak, Michigan, or parcel number 25-22-377-028, more specifically described on Exhibit A attached hereto (“Development Parcel”).

B. The Developer intends to establish a warehouse and distribution center with accessory packaging, assembly, storage, and offices within existing buildings on the Development Parcel.

C. In order to facilitate the development, the Developer desires to have the Development Parcel rezoned from “Mixed Use 1” to “General Industrial” under the Royal Oak Zoning Ordinance.

D. The Developer has voluntarily offered to enter into the Conditional Zoning Agreement consistent with the Michigan Zoning Enabling Act, Public Act 110 of 2006, as amended.

E. This Conditional Zoning Agreement is made by the City pursuant to authority granted to the City under MCLA §125.3405, as amended.

F. The City, by action of its City Commission at its meeting of October 28, 2024, has accepted the offer of the Developer to enter into this Conditional Zoning Agreement.

## **ARTICLE 1** **DEFINITIONS AND COVENANTS**

1.1 “Effective Date” means the date of November 7, 2024, which is ten (10) days after the date the Royal Oak City Commission accepted the Developer’s conditional zoning offer and approved the rezoning of the Development Parcel and this Conditional Zoning Agreement.

1.2 “Development Parcel” means 1200 Knowles Street, or parcel number 25-22-377-028, legally described in Exhibit A attached hereto.

1.3 “Improvements” means (a) acquisition of building permits; (b) submission of required site bonds to the City; (c) on-site improvements on the exterior Development Parcel such as site grading, in-ground utility changes, and building staking.

1.4 "Royal Oak Zoning Ordinance" means Chapter 770, Zoning, of the Code of the City of Royal Oak.

1.5 "Royal Oak Sign Ordinance" means Chapter 607, Signs, of the Code of the City of Royal Oak.

1.6 "Zoning Enabling Act" means the State of Michigan's Act 110 of the Public Acts of 2006, as amended (MCLA §125.3101, et. seq., as amended).

## **ARTICLE 2** **DESCRIPTION OF DEVELOPMENT**

2.1 Development Description. The development involves the establishment of a warehouse and distribution center with accessory packaging, assembly, storage, and offices within existing buildings on the Development Parcel as referenced in Exhibits B and C attached hereto, all as permitted uses as stated in Section 4.3(f).

2.2 Development Parcel. The Development Parcel is described in Exhibit A attached hereto.

2.3 Ownership of Development Parcel. The Developer shall have the right to assign or transfer the fee title of the Development Parcel to another entity or an entity to be formed, and this Conditional Zoning Agreement shall be assigned to that entity.

2.4 Site Plan. The documents, drawings and submittals for the Development Parcel which constitute the Site Plan are identified on the plan sheets attached hereto as Exhibit B ("Site Plan"), and a memorandum from the City of Royal Oak Community Development Department's Planning Division attached hereto as Exhibit C ("Planning Commission Resolution").

## **ARTICLE 3** **REZONING AND CONDITIONS SUBSEQUENT TO REZONING**

3.1 Rezoning. The City hereby agrees to rezone the Development Parcel from Mixed Use 1 to General Industrial as that term is identified in § 770-44, General Industrial, of the Royal Oak Zoning Ordinance and allow the uses identified in Section 4.3(f). The following conditions shall apply to such rezoning:

a. Hours of operation shall be limited to between 8:00 a.m. to 6:00 p.m.

b. No outdoor storage shall be permitted.

c. All waste and recycling containers shall be contained within the buildings except when being serviced. Any exterior containers shall be screened in accordance with § 770-90 I of the Zoning Ordinance.

d. All paving, utilities, and work within public rights-of-way shall be in accordance with the specifications and standards of the City Engineer.

e. Any exterior lighting fixtures shall comply with § 770-96 (B) of the Zoning Ordinance and other city codes and ordinances, including being directed downward and shielded so as not to shine on adjacent property, and within maximum permitted fixture heights and illumination levels.

f. All signage shall comply with the Sign Ordinance (Chapter 607) or receive the necessary variances from the Planning Commission.

g. A performance bond shall be posted in an amount to be determined by the Building Official.

h. The site plan shall meet all other code and ordinance requirements, as determined by the Building Official, and City Engineer, prior to issuance of any building permit. Such requirements include, but are not limited to, the Michigan Building Code, and the Stormwater Detention Ordinance (Chapter 644, Stormwater Detention, of the Code of the City of Royal Oak).

3.2 Conditions Subsequent to Rezoning. If the Developer fails to establish all or some of the permitted uses as stated in Section 4.3(f) at the Development Parcel within two (2) years from the Effective Date, then this Conditional Zoning Agreement shall be null and void and the zoning of the Development Parcel shall revert to the Mixed Use 1 zoning classification.

3.3 Force Majeure. Notwithstanding anything to the contrary contained in Section 3.2 above, if any failure or inability of the Developer to meet the conditions set forth in Section 3.2 is caused by delay beyond the reasonable control of the Developer, such as pandemic, war, civil insurrection, strike, inclement weather, inability to procure material or labor, and the like, then the Developer shall be given an extension of time to satisfy the aforesaid conditions equal to the period of delay.

## ARTICLE 4 GENERAL PROVISIONS

4.1 Site Plan Approval. The City hereby approves the Developer's Site Plan as attached as Exhibits B and C, and by approval and execution of this Conditional Zoning Agreement confirms and ratifies approval of the Developer's Site Plan. The Developer is entitled to proceed to request building permits consistent with applicable City Ordinances and the approved Site Plan. Minor modifications to the Site Plan may be required based on factors discovered during the course of civil or architectural drawing preparation or in the field during the construction of the improvements, or upon subsequent request of the Developer. For purposes of expediency, minor changes to the Site Plan that are necessary or appropriate shall be reviewed and approved by city staff, provided such changes comply with the Royal Oak Zoning Ordinance and the intent of this Conditional Zoning Agreement. The City shall have the sole and absolute discretion to determine what constitutes a minor change to the approved Site Plan that may be reviewed and approved administratively by city staff, and what constitutes a material change to the approved Site Plan that requires an amendment to this Conditional Zoning Agreement.

4.2 Deviations from Zoning Ordinance Standards. The City hereby approves the following deviations to required standards of the Royal Oak Zoning Ordinance:

- a. Frontage and right-of-way access shall be as depicted on the Site Plan.
- b. Maneuvering aisles for off-street parking shall be as depicted on the Site Plan.
- c. Landscaping and screening shall be as depicted on the Site Plan.

All signage shall comply with the required standards of § 607-05, Sign Area 1, and all other applicable sections of the Royal Oak Sign Ordinance or receive the necessary variances from the Planning Commission according to § 607-16, Compliance; Violations; Appeals; Variances.

#### 4.3 City's Representations and Warranties.

a. Authority. The City has the authority to enter into this Conditional Zoning Agreement and to perform and carry out all obligations, covenants, and provisions hereof. The City's authority shall be evidenced by appropriate resolutions.

b. Transfer of Ownership. The transfer of title of the Development Parcel to an entity, in which the principals of the Developer have an ownership interest, if such transfer is made prior to substantial completion of the Improvements, shall not constitute an event of default under this Conditional Zoning Agreement.

c. Compliance. The Conditional Zoning Agreement complies with the requirements of City Ordinances, including the Royal Oak Zoning Ordinance, except for the deviations approved in Section 4.2 above.

d. Sole Authority. The City Commission is the sole and appropriate municipal body to enter into the Conditional Zoning Agreement with the Developer.

e. Plan Review. The City will timely review the plans and documents submitted for building permits, public utilities, and signage, and all amendments submitted by the Developer to achieve the purposes of this Conditional Zoning Agreement.

f. Uses. The intended land uses for the Development Parcel are permitted uses under § 770-44, General Industrial, subparagraphs (B)(1), (B)(4), and (B)(6)(a) of the Royal Oak Zoning Ordinance, and shall include the following: a warehouse and distribution center with accessory packaging, assembly, storage, and offices.

g. Validity of Uses. In the event that the Royal Oak Zoning Code is amended such that the uses provided for in this Conditional Zoning Agreement for the Development Parcel are no longer permitted uses of right in a General Industrial zone, the uses provided for in this Conditional Zoning Agreement shall be considered legally nonconforming and continuation of those uses shall be governed by Article X, Nonconforming Uses, Structures and Lots, of the Royal Oak Zoning Ordinance.

h. Restraints. Neither the execution nor delivery of this Conditional Zoning Agreement nor the consummation of the transaction contemplated hereby is in violation of any provision of any existing law or regulation, order or decree of any court or governmental entity, the City's Charter, or any agreement to which the City is a party or by which it is bound.

i. Disclosure. No representation or warranty by the City, or any statement or certificate furnished to the Developer pursuant hereto or in connection with the transactions contemplated hereby, contains or will contain any untrue statement of a material fact or will omit to state any fact necessary to make the statements contained herein or therein not misleading.

j. Litigation. The City has no notice of and there is no pending or threatened litigation, administrative action, or examination, claim, or demand before any court or any federal, state, or municipal governmental department, commission, board, bureau, agency, or instrumentality thereof which would affect the City or its principals from carrying out the covenants and promises made herein.

#### 4.4 Developer's Representations and Warranties.

a. Organization. The Developer is duly organized and validly existing in good standing under the laws of the State of Michigan and has all requisite power and authority to own and operate its assets and properties, to carry on its business as now being conducted, and to enter into and perform the terms of the Conditional Zoning Agreement.

b. Authorization. The execution and delivery of this Conditional Zoning Agreement and consummation of the transactions contemplated hereby have been duly authorized by the Developer.

c. Restraints. Neither the execution nor delivery of this Conditional Zoning Agreement nor the consummation of the transaction contemplated hereby is in violation of any provision of any existing law or regulation, order or decree of any court or governmental entity, the Developer's organizational documents, or any agreement to which the Developer is a party or by which it is bound.

d. Disclosure. No representation or warranty by the Developer, or any statement or certificate furnished to the City pursuant hereto or in connection with the transactions contemplated hereby, contains or will contain any untrue statement of a material fact or will omit to state any fact necessary to make the statements contained herein or therein not misleading.

e. Litigation. The Developer has no notice of and there is no pending or threatened litigation, administrative action, or examination, claim, or demand before any court or any federal, state, or municipal governmental department, commission, board, bureau, agency, or instrumentality thereof which would affect the Developer or its principals from carrying out the covenants and promises made herein.

f. Financial. The Developer is financially able to develop the Development Parcel as stipulated by the approved Site Plan.

g. Compliance with Laws. The Developer shall comply with all Laws and all City ordinances applicable to the construction, ownership, maintenance, operation, and use of the Development Parcel.

h. Taxes and Assessments. After the effective date of this Conditional Zoning Agreement, the owner of the Development Parcel shall pay on or before the date by which penalties are assessed, all real estate taxes and special assessments levied against the Development Parcel.

#### **ARTICLE 5** **NOTICES**

All notices, consents, approvals, requests, and other communications, herein collectively called "Notices," required or permitted under this Conditional Zoning Agreement shall be given in writing, signed by an authorized representative of the City, or the Developer and mailed by certified or registered mail, return receipt requested, personally delivered, sent by overnight courier, or sent by facsimile transmission or other electronic means to a party as follows:

To City: Director of Community Development  
City of Royal Oak  
203 S. Troy St.  
Royal Oak, MI 48067

Telephone: (248) 246-3280  
E-Mail: [timt@romi.gov](mailto:timt@romi.gov)

With a Copy To: City Attorney  
City of Royal Oak  
203 S. Troy St.  
Royal Oak, MI 48067  
Telephone: (248) 246-3240  
E-Mail: [niccolas.grochowski@romi.gov](mailto:niccolas.grochowski@romi.gov)

To Developer: Simen Savaya  
IGWT Realty 10, LLC  
1200 Knowles St.  
Royal Oak, MI 48067  
Telephone: (248) 939-2121  
E-Mail: [simensavaya@yahoo.com](mailto:simensavaya@yahoo.com)

With a Copy to: Dennis G. Cowan  
Plunkett Cooney, PC  
38505 Woodward Ave. Ste. 2000  
Bloomfield Hills, MI 48304  
Telephone: (248) 901-4029  
E-Mail: [DCowan@plunkettcooney.com](mailto:DCowan@plunkettcooney.com)

All such notices, certificates, or other communications shall be deemed served upon the date of personal delivery, the day after delivery to a recognized overnight courier, the date of the transmission by facsimile or other electronic means is verified, or two days after mailing by register or certified mail. Any party may by notice given under this Conditional Zoning Agreement designate any further or different addresses or recipients to which subsequent notices, certificates, or communications hereunder shall be sent.

## **ARTICLE 6** **MISCELLANEOUS**

6.1 Non-Liability of City, Officials, and Employees. No City official, officer, employee, board member, City Commission member, elected or appointed official, attorneys, consultants, advisors, agents, and representatives shall be personally liable to the Developer for any default or breach by the City of any obligation under this Conditional Zoning Agreement or in any manner arising out of the performance of this Conditional Zoning Agreement by any party.

6.2 Successors/Provisions Running With the Land. This Conditional Zoning Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors, heirs, assigns, and transferees. The provisions of Sections 3.1 and 3.2 of this Conditional Zoning Agreement shall be deemed benefits and burdens which shall run with the Development Parcel.

6.3 Recording. This Conditional Zoning Agreement shall constitute deed restrictions on the Development Parcel and shall be recorded with the Oakland County Register of Deeds at the expense of the Developer. The documents, drawings, and submittals referenced in Section 2.3 are not required to be recorded and the City shall maintain such documents in its books and records.

6.4 Complete Agreement. This Conditional Zoning Agreement constitutes the entire agreement between the parties with respect to the subject of this Conditional Zoning Agreement and it may not be amended or its terms varied except in writing and signed by the required parties.

6.5 Conflicts. In the event of conflict between the provisions of this Conditional Zoning Agreement and the provisions of the Royal Oak Zoning Ordinance, the provisions of this Conditional Zoning Agreement shall prevail.

6.6 Default Remedies of Developer. The City shall not be in default in any term or condition of this Conditional Zoning Agreement unless and until the Developer has provided the City with written notice that the City has failed to comply with an obligation under this Conditional Zoning Agreement, and the City has failed to cure such failure within thirty (30) days of the written notice, unless the nature of the noncompliance is such that it cannot be cured with due diligence within such period, in which case the City has failed to commence the cure within such period and thereafter diligently pursued the cure. In the event of a default, the Developer's sole remedy at law or in equity shall be the right to seek specific performance as to the issuance of approvals, consents, or the issuance of building permits required by the City pursuant to this Conditional Zoning Agreement.

6.7 Default Remedies of City. The Developer shall not be in default in any term or condition of this Conditional Zoning Agreement unless and until the City has provided the Developer with written notice that the Developer has failed to comply with an obligation under this Conditional Zoning Agreement, and the Developer has failed to cure such failure within thirty (30) days of the written notice, unless the nature of the noncompliance is such that it cannot be cured with due diligence within such period, in which case the Developer has failed to commence the cure within such period and thereafter diligently pursued the cure. In the event of a default, the City's sole remedy at law or in equity shall be the right to seek specific performance of the obligations of the Developer pursuant to this Conditional Zoning Agreement.

6.8 Third-Party Benefits. No term or provision of this Conditional Zoning Agreement is intended to be, or shall be, for the benefit of any person not a party to the Agreement, and no such person shall have any right or cause of action hereunder.

6.9 Severability. The invalidity of any article, section, subsection, clause, or provision of this Conditional Zoning Agreement shall not affect the validity of the remaining articles, sections, subsections, clauses, or provisions hereof, which shall remain valid and enforceable to the fullest extent permitted by law.

6.10 Waiver of Breach. A party to this Conditional Zoning Agreement does not waive any default, condition, promise, obligation, or requirement applicable to any other party hereunder, unless such waiver is in writing, signed by an authorized representative of that party, and expressly stated to constitute such waiver. Such waiver shall only apply to the extent given and shall not be deemed or construed to waive any such or other default, condition, promise, obligation, or requirement in any past or future instance. No failure of a party to insist upon strict performance of any covenant, agreement, term, or condition of this Conditional Zoning Agreement or to the exercise of any right or remedy in the event of a default shall constitute a waiver of any such default in such covenant, agreement, term, or condition.

6.11 Governing Law. This Conditional Zoning Agreement shall be governed by, construed and enforced in accordance with, the laws of the State of Michigan. The Developer agrees, consents, and submits to the personal jurisdiction of any competent court of jurisdiction in Oakland County, Michigan, for any action brought against it arising out of this Conditional Zoning Agreement. The Developer also agrees that it will not commence any action against the City because of any matter whatsoever arising out of, or relating to, the validity, construction, interpretation, and enforcement of this Conditional Zoning Agreement in any courts other than those within Oakland County, Michigan. Nothing hereunder shall be

construed to limit or prohibit the Developer to petition or submit land use or zoning requests to the City after the Effective Date.

6.12 Joint Drafting. This Conditional Zoning Agreement has been negotiated by the parties and each party has joined in and contributed to its drafting. Accordingly, there shall be no presumption favoring or burdening any of the parties based upon draftsmanship.

6.13 Amendment. This Conditional Zoning Agreement shall not be modified, altered, or amended except by written agreement duly executed by the Developer, and the City as authorized by the City Commission. Any of the following conditions shall require an amendment to this Conditional Zoning Agreement:

- a. Any proposed use or uses of the Development Parcel that are materially different than those referenced in Section 4.3(f), as determined at the sole and absolute discretion of the City;
- b. Any proposed change or modification to the documents, drawings, and submittals referenced in Section 2.4 which constitute a material change to the approved Site Plan, as determined at the sole and absolute discretion of the City;
- c. Any additional conditions to the rezoning of the Development Parcel other than those referenced in Section 3.1; or
- d. Any additional deviations to required standards of the Royal Oak Zoning Ordinance other than those referenced in Section 4.2.

[signature pages follow]

IN WITNESS WHEREOF, the City and the Developer, by and through their duly authorized representatives, have executed this Conditional Zoning Agreement as of the day and year first above written.

**CITY OF ROYAL OAK, MICHIGAN**  
a Michigan municipality

---

By: Michael C. Fournier  
Its: Mayor

---

By: Melanie S. Halas  
Its: City Clerk

STATE OF MICHIGAN      )  
                                  ) SS.  
COUNTY OF OAKLAND      )

The foregoing Conditional Zoning Agreement was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2024, by Michael C. Fournier, Mayor, on behalf of the City of Royal Oak, a Michigan municipality.

---

\_\_\_\_\_, Notary Public  
Oakland County, Michigan  
My Commission Expires: \_\_\_\_\_

STATE OF MICHIGAN      )  
                                  ) SS.  
COUNTY OF OAKLAND      )

The foregoing Conditional Zoning Agreement was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2024, by Melanie S. Halas, City Clerk, on behalf of the City of Royal Oak, a Michigan municipality.

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\_\_\_\_\_, Notary Public  
Oakland County, Michigan  
My Commission Expires: \_\_\_\_\_

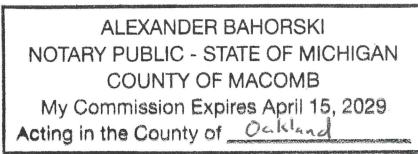
**IGWT REALTY 10, LLC**  
a Michigan limited liability company

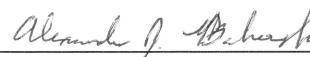


By: Simen Savaya  
Its: Managing Member

STATE OF MICHIGAN      )  
                                  ) SS.  
COUNTY OF OAKLAND      )

The foregoing Conditional Zoning Agreement was acknowledged before me this 15<sup>th</sup> day of October, 2024, by Simen Savaya, Managing Member, on behalf of IGWT Realty 10, LLC, a Michigan limited liability company.



Alexander J. Bahorski, Notary Public  
Oakland County, Michigan  
My Commission Expires: 4/15/2029

Exhibits:

- A – Development Parcel
- B – Site Plan
- C – Planning Commission Resolution

Drafted by and when recorded return to:

Planning Division  
Community Development Department  
City of Royal Oak  
203 S. Troy St.  
Royal Oak, MI 48067

EXHIBIT A

Development Parcel

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

CITY OF ROYAL OAK, COUNTY OF OAKLAND, STATE OF MICHIGAN FEE PARCEL LOTS 47 THROUGH 50, INCLUSIVE, LINCOLNSIDE SUBDIVISION, ACCORDING TO THE PLAT THEREOF AS RECORDED IN LIBER 17 OF PLATS, PAGE 5, OAKLAND COUNTY RECORDS, ALSO THE WEST 1/2 OF VACATED KNOWLES STREET AND THE NORTH 7.5 FEET OF VACATED PARENT STREET ADJACENT TO SAME, ALSO PART OF LOT 2 OF ASSESSOR'S PLAT NO. 27, ACCORDING TO THE PLAT THEREOF AS RECORDED IN LIBER 54 OF PLATS, PAGE 22, OAKLAND COUNTY RECORDS, AND THE NORTH 7.5 FEET OF VACATED PARENT STREET ADJACENT TO SAME, ALL DESCRIBED AS: BEGINNING AT THE INTERSECTION OF THE CENTERLINE OF VACATED KNOWLES STREET AND THE NORTH LINE OF LOT 50 EXTENDING EASTERLY; THENCE SOUTH 00 DEGREES 40 MINUTES 51 SECONDS WEST 247.08 FEET (247.06 FEET MEASURED); THENCE NORTH 85 DEGREES 35 MINUTES 00 SECONDS WEST 63.44 FEET; THENCE NORTH 29 DEGREES 41 MINUTES 58 SECONDS WEST 297.24 FEET; THENCE SOUTH 85 DEGREES 35 MINUTES 00 SECONDS EAST 208.20 FEET TO BEGINNING. TOGETHER WITH NON-EXCLUSIVE EASEMENTS AS CREATED, LIMITED AND DEFINED IN THAT CERTAIN GRANT OF EASEMENT RECORDED IN LIBER 8977, PAGE 430, AND THAT CERTAIN EASEMENT AGREEMENT RECORDED IN LIBER 45619, PAGE 750, OAKLAND COUNTY RECORDS.

[Parcel Identification Number: 25-22-377-028 ].

[Street Address: 1200 Knowles Street ].

EXHIBIT B

Site Plan

# 1200 Knowles Street

**1200 Knowles St.  
Royal Oak, MI 48067**

## **Scope of Work:**

Conditional Re-zoning to allow warehouse, distribution center, packaging, assembly, and storage (within building) uses

## Owner

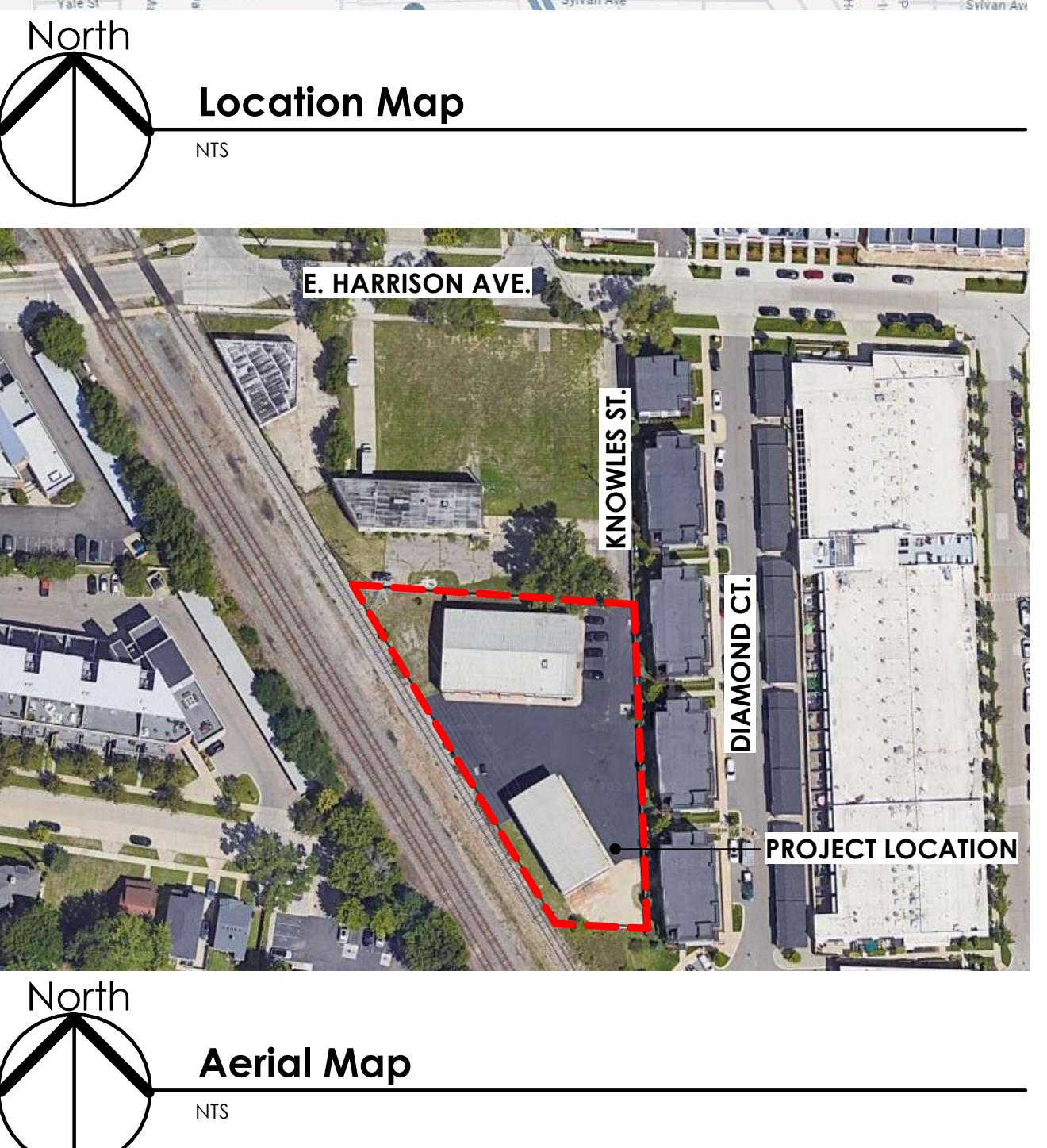
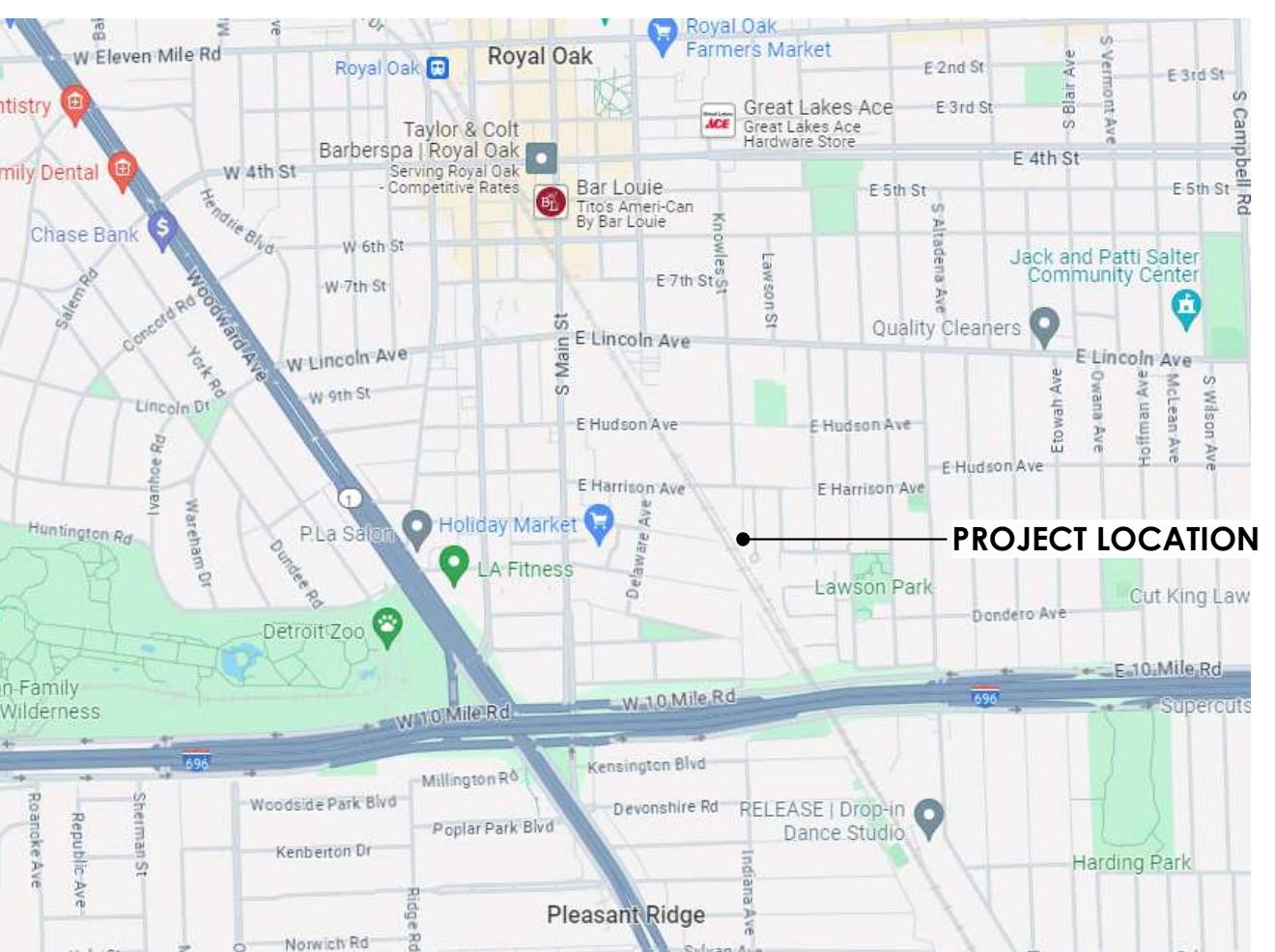
IGWT Realty 10, LLC  
1200 Knowles St.  
Royal Oak, MI 48067  
P.248.939.2121

## Architect

---

Krieger | Klatt Architects Inc.  
(Jeff Klatt, R.A.)  
400 E. Lincoln Ave., Ste. A  
Royal Oak, MI 48067  
P.248.414.9270 F.248.414.9275

Sheet Index		
Sheet Number	Sheet Name	2024-07-30 Site Plan Review
0 - GENERAL		
G.001	Cover Sheet	•
G.002	Existing Site Photographs	•
G.003	Existing Site Photographs	•
1 - CIVIL		
1	ALTA / NSPS Land title Survey	•
2 - ARCHITECTURAL		
A.000	Architectural Site Plan	•
A.200	Elevations - Building 1	•
A.100	Floor Plans - Building 1	•
A.101	Floor Plans - Building 2	•
A.204	Elevations - Building 2	•
A.201	Elevations - Building 1	•
A.203	Elevations - Building 2	•



# KRIEGER KLATT ARCHITECTS

Client:  
IGWT Realty 10, LLC  
1200 Knowles St.,  
Royal Oak, MI 48067

## Project:

Warehouse / Distribution Center  
1200 Knowles St.  
Royal Oak, MI 48067

Segl:



Note:

**NOTE:**  
Do not scale drawings. Use calculated dimensions only.  
Verify existing conditions in field.

field.

## Sheet Title: Cover She

Project Number:  
21.086

Scale:

Sheet Number

# STRUCTURE

# G.001

# Conditional Rezoning & SP 23-09-10



## Building 1 East Facade



## Building 2 East Facade



## Building 1 Southeast Corner



## **Building 2 Northeast Corner**

Seal:



Note:

Do not scale drawings. Use calculated dimensions only. Verify existing conditions in field.

## North Arrow:

# Sheet Title: Existing Site Photographs

Project Number: 24-086

Scale:

---

Sheet Number:

# G.002

Seal:



**Note:**

---

Do not scale drawings. Use calculated dimensions only. Verify existing conditions in field.

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

# Existing Site Photographs

Sheet Number:     
**G.003**



## Entry Drive Lane Looking North



## Site View Looking East



## Entry Drive Lane Looking South



**Client:**  
IGWT Realty 10, LLC  
915 E Drayton St.,  
Ferndale, MI 48220

# Project:

---

Segl:



**Note:**  
Do not scale drawings. Use calculated dimensions only.  
Verify existing conditions in field.

INSTITUTE OF



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

---

# Architectural Site Plan

Project Number:  
94-004

Scale:  

---

Sheet Number:

A.000

# Neighboring Property

#408  
ZONE: GEN. INDUSTRIAL

This architectural site plan illustrates the layout of the property for the 33 On Harrison Condos, featuring two existing buildings, BLDG. 1 and BLDG. 2.

**BLDG. 1 (EXISTING):** This building is located on the upper left. It includes an existing ramp and a concrete walkway. A clear drive aisle of 20'-0" is marked with hatching. The site plan also shows existing overhead utility lines, a utility tower, and a grass and gravel area. A vinyl privacy fence is to remain along the property line.

**BLDG. 2 (EXISTING):** This building is located on the lower right. It features a concrete walkway and a screen wall. A dumpster is to be wheeled out from this building on trash days and wheeled back in after pick up. Existing overhead doors are to remain.

**Site Features and Dimensions:**

- PROPERTY LINE: Indicated by dashed lines.
- EXIST. WOOD / VINYL PRIVACY FENCE TO REMAIN: Along the top property line.
- EXIST. ARBORVITAE TO REMAIN: Along the top property line.
- EXIST. ALUM. AUTOMATIC GATE TO REMAIN: Located on the right side.
- EXIST. UTILITY TOWER TO REMAIN: Located on the left side.
- EXIST. OVERHEAD UTILITY LINES TO REMAIN: Located on the left side.
- EXIST. GRASS & GRAVEL: Located in the upper left corner.
- EXIST. O.H. DOORS TO BE CLOSED AND PERMANENTLY LOCKED: Located on the side of BLDG. 1.
- EXIST. RAMP: Located on the side of BLDG. 1.
- EXIST. CONC. WALK: Located on the side of BLDG. 1 and BLDG. 2.
- EXIST. CONC. WALK SPACES: Located on the side of BLDG. 1.
- EXIST. NON-COMPLIANT PARKING SPACES: Located on the side of BLDG. 1.
- EXIST. VINYL PRIVACY FENCE (PART OF ADJACENT DEVELOPMENT) TO REMAIN: Along the right property line.
- EXIST. ASPHALT DRIVE: Located on the right side.
- EXIST. O.H. DOORS TO REMAIN: Located on the side of BLDG. 2.
- EXIST. CONC.: Located on the side of BLDG. 2.
- EXIST. VINYL PRIVACY FENCE (PART OF ADJACENT DEVELOPMENT) TO REMAIN: Along the bottom property line.

**Dimensions:**

- BLDG. 1: 14.80' (width), 14.21' (depth), 15.00' (height).
- BLDG. 2: 24.70' (width), 13.60' (depth), 13.50' (height).
- CLEAR DRIVE AISLE: 20'-0" (width).
- WALK SPACES: 9.00' (width), 8.00' (width), 9.00' (width).
- NON-COMPLIANT PARKING SPACES: 15.00' (width), 41.30' (depth).
- WALK: 20.00' (width), 9.00' (width), 20.00' (width).
- SCREEN WALL: 13.60' (width).
- CONC. SPACES: 20.00' (width), 9.00' (width), 20.00' (width).

**33 On Harrison Condos**  
#1260  
ZONE: MIXED USE 1

1 Architectural Site Plan

# 33 On Harrison Condos

#1260



# Architectural Site Plan

1" = 20'-0"

Page 152 of 172

Seal:



**Note:**  
Do not scale drawings. Use calculated dimensions only.  
Verify existing conditions in field.

# Sheet Title:

---

# Floor Plans -

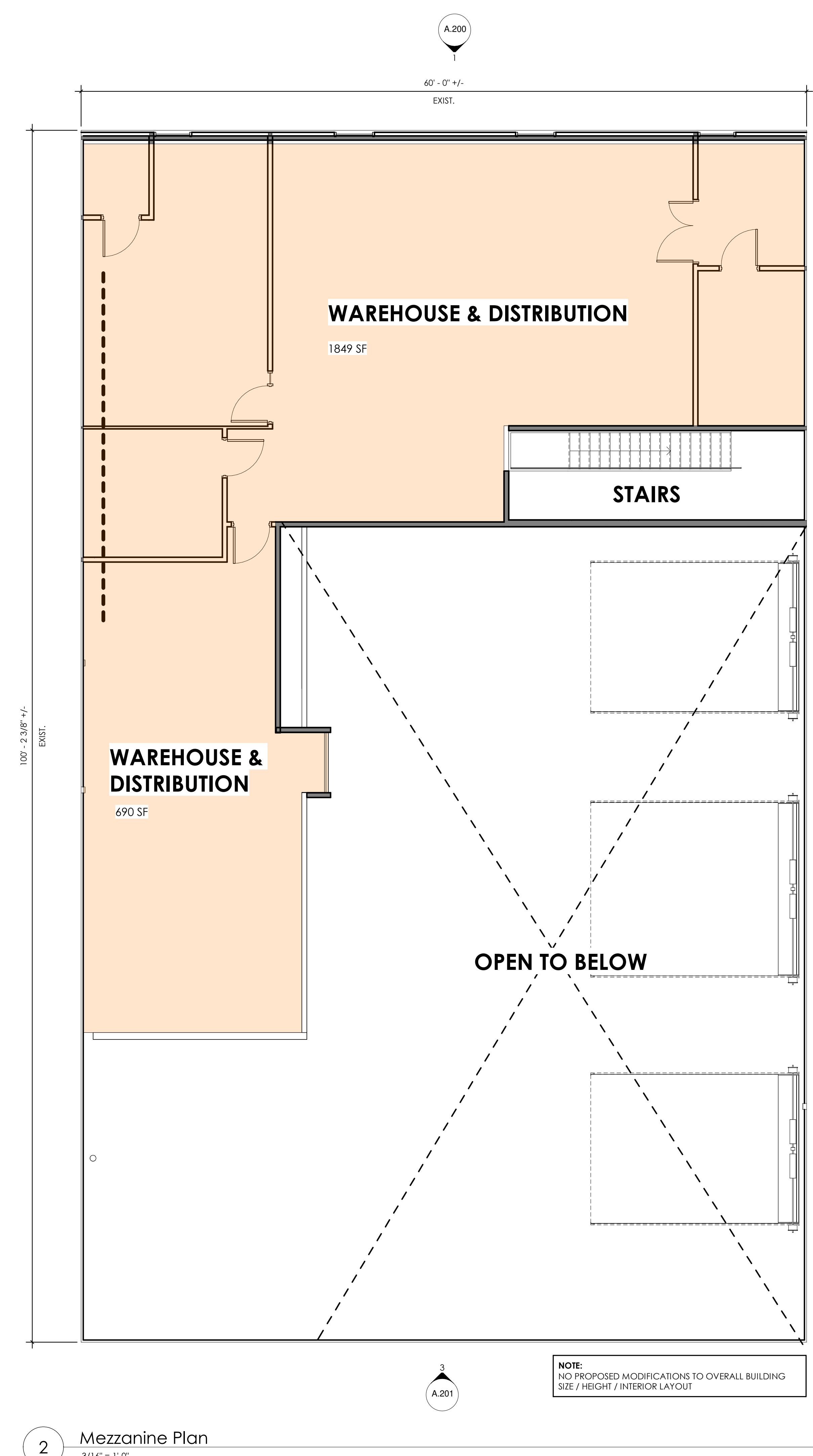
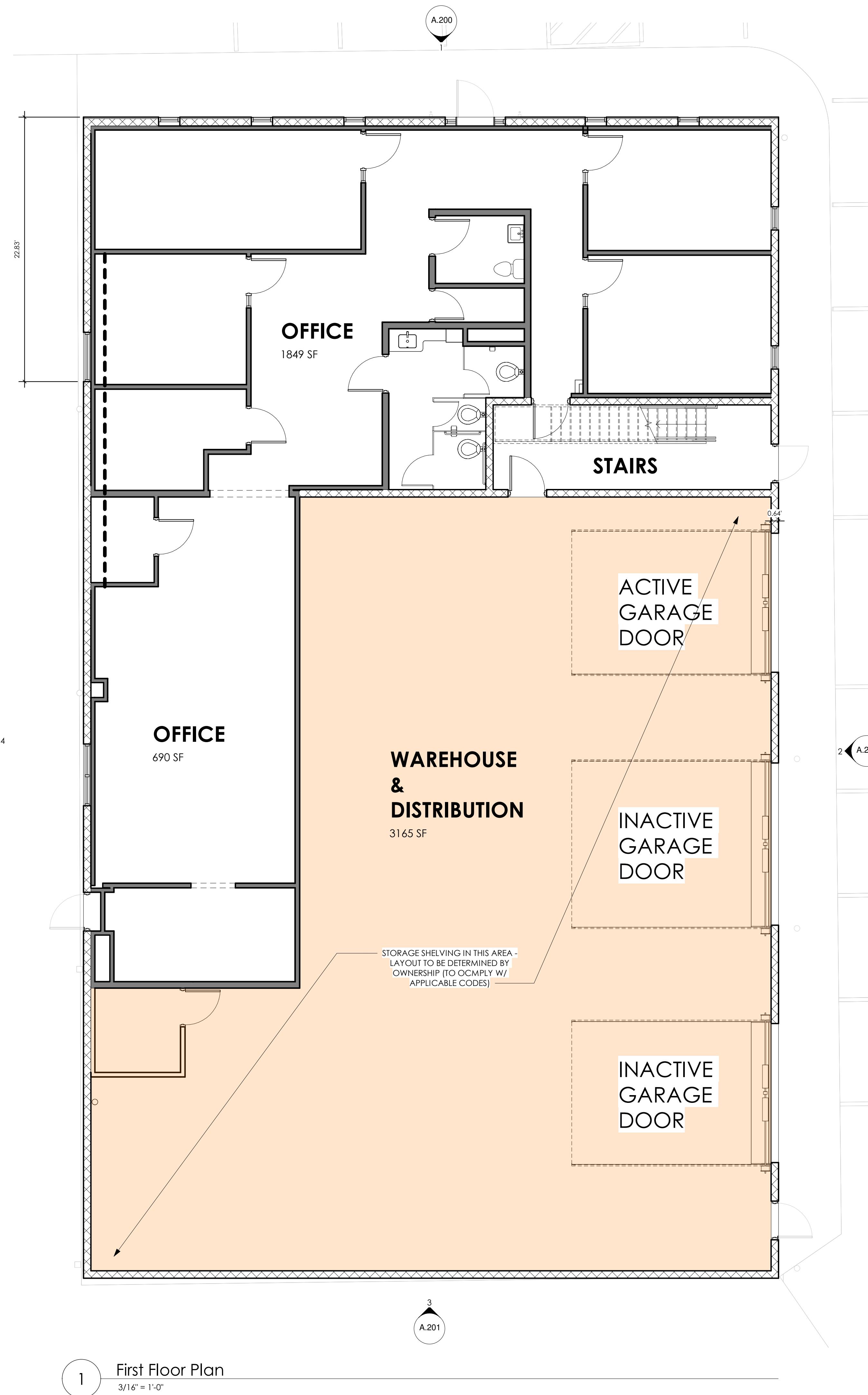
## Building 1

Project Number:  
24-086

Scale:

---

Sheet Number:  
**A.100**



Seal:



**Note:**  
Do not scale drawings. Use calculated dimensions only.  
Verify existing conditions in field.

# Sheet Title:

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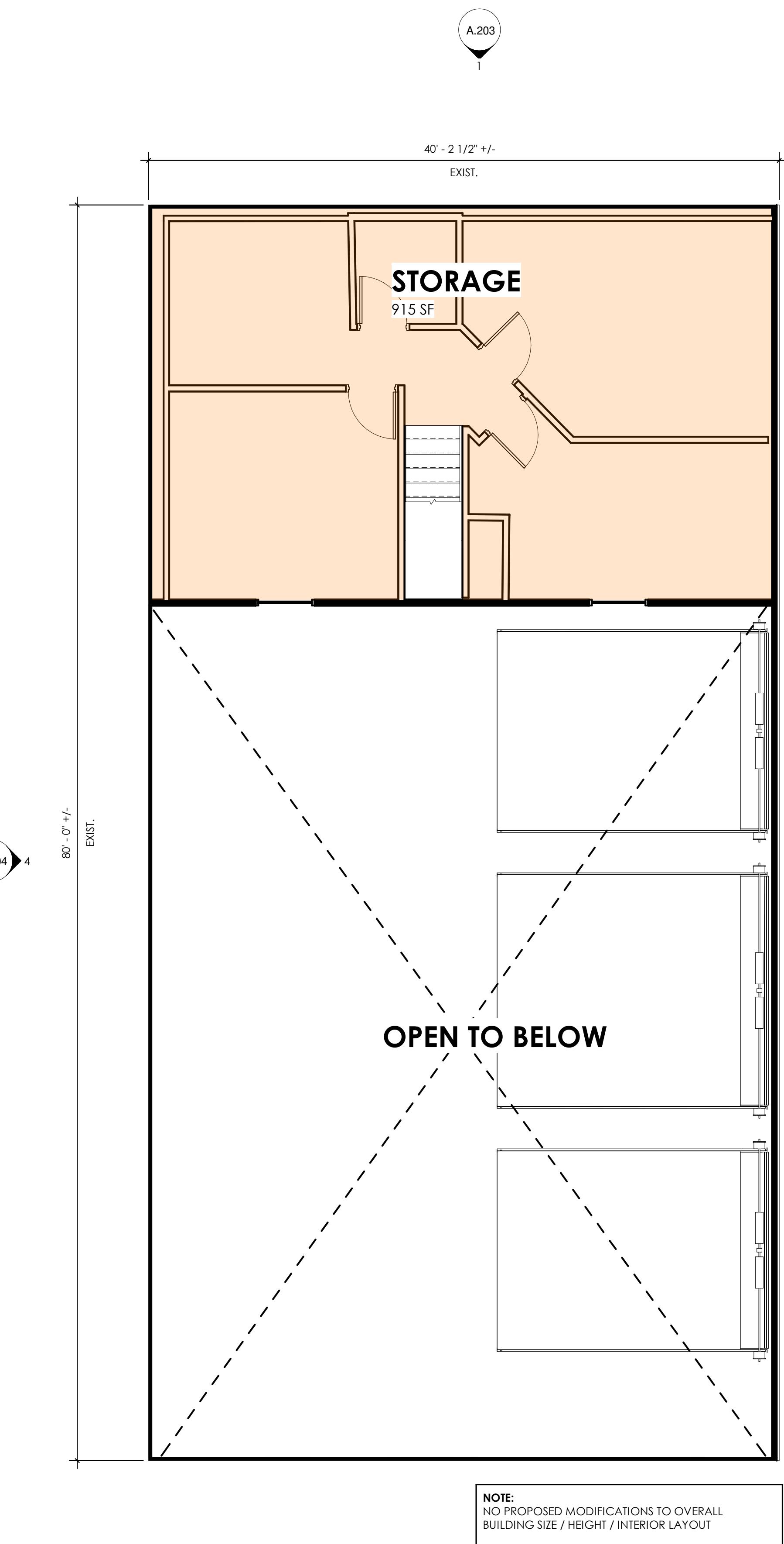
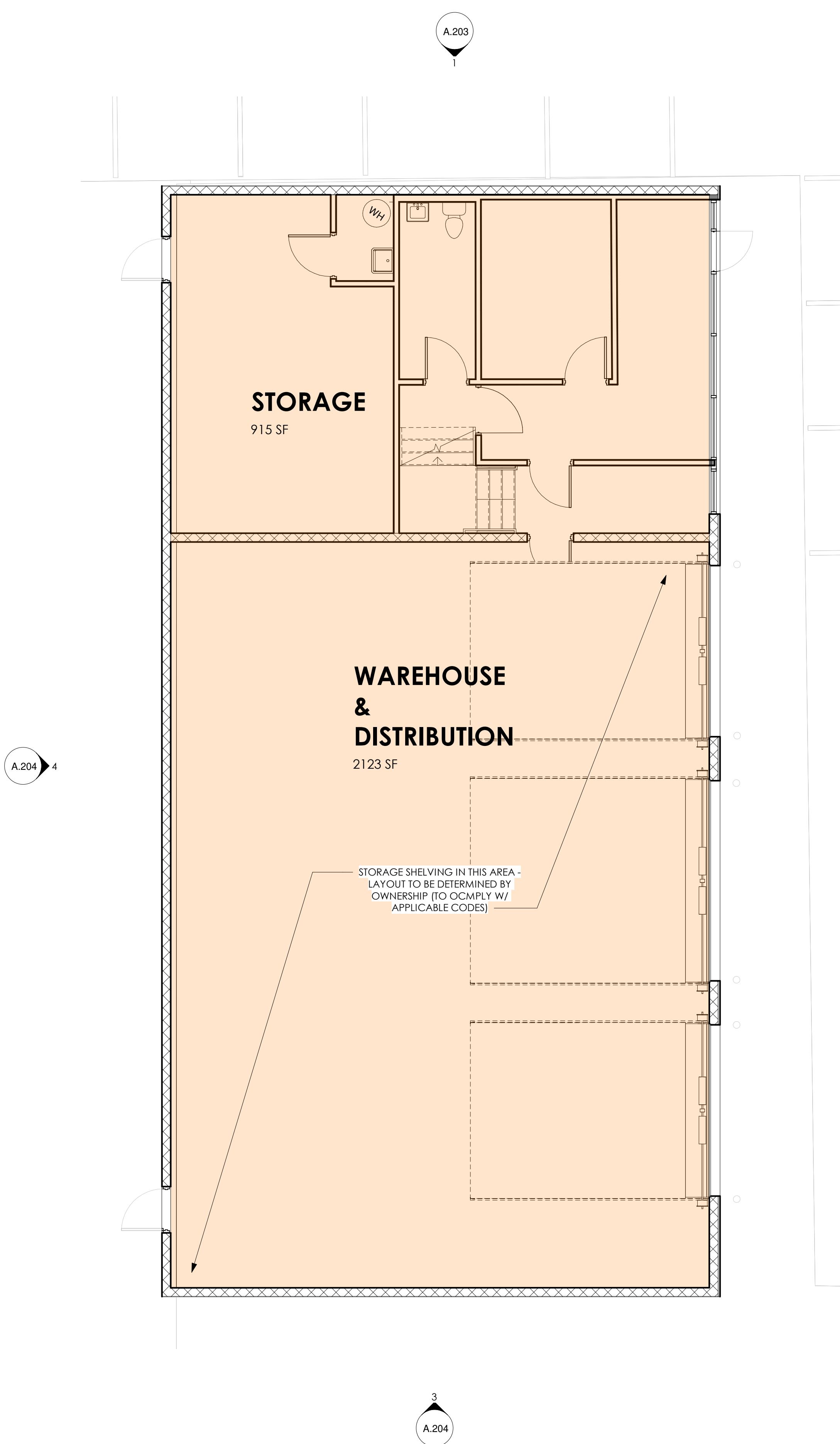
# Floor Plans - Building 2

Project Number:

Scale:

Sheet Number:

# A.101



1 First Floor Plan  
3/16" = 1'-0"

# 2 Mezzanine Floor Plan

3/16" = 1'-0"

**Client:**  
IGWT Realty 10, LLC  
915 E Drayton St.,  
Ferndale, MI 48220

Project:  
Warehouse / Distribution Center  
1200 Knowles St.  
Royal Oak, MI 48067

Seal:

**Note:**  
Do not scale drawings. Use calculated dimensions only. Verify existing conditions in field.

# Sheet Title:

---

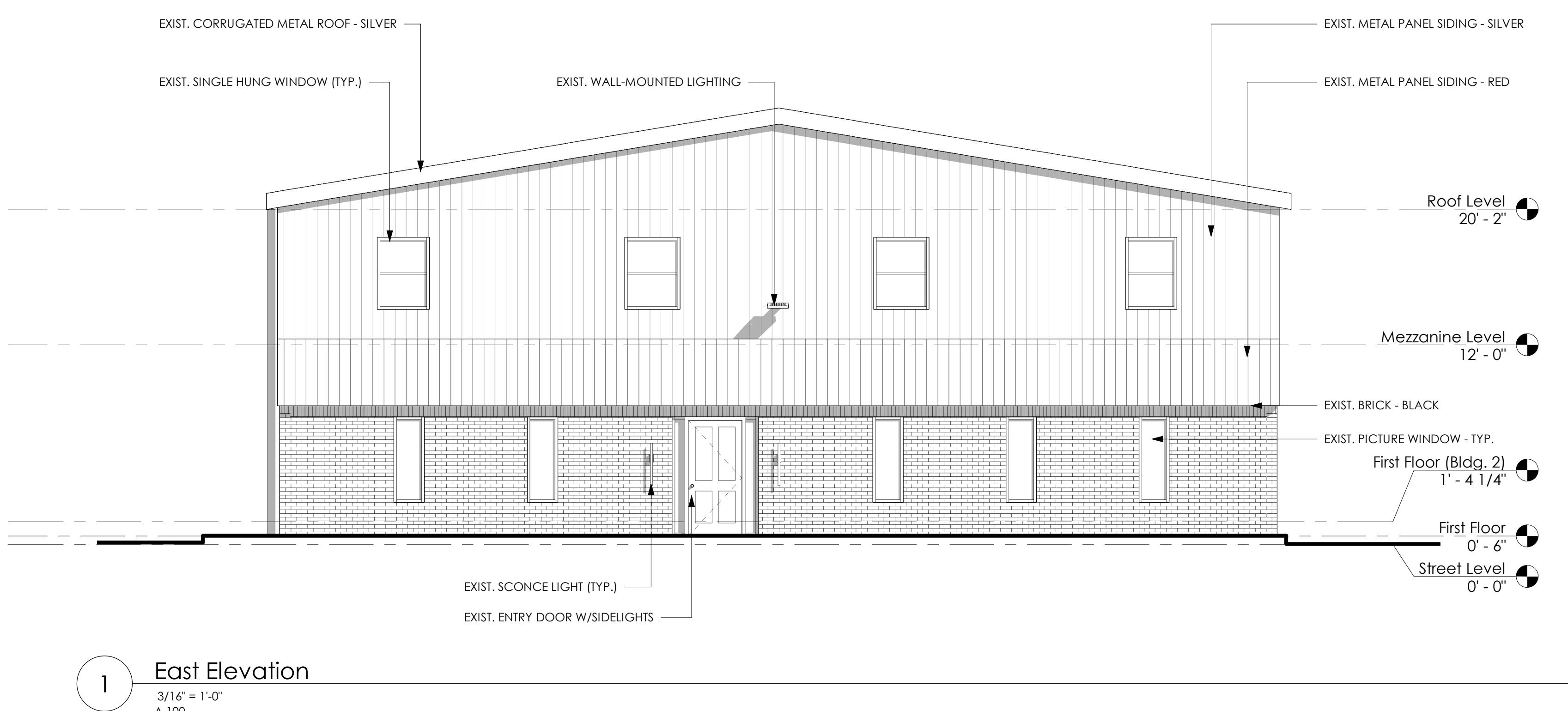
## Elevations - Building 1

Project Number:

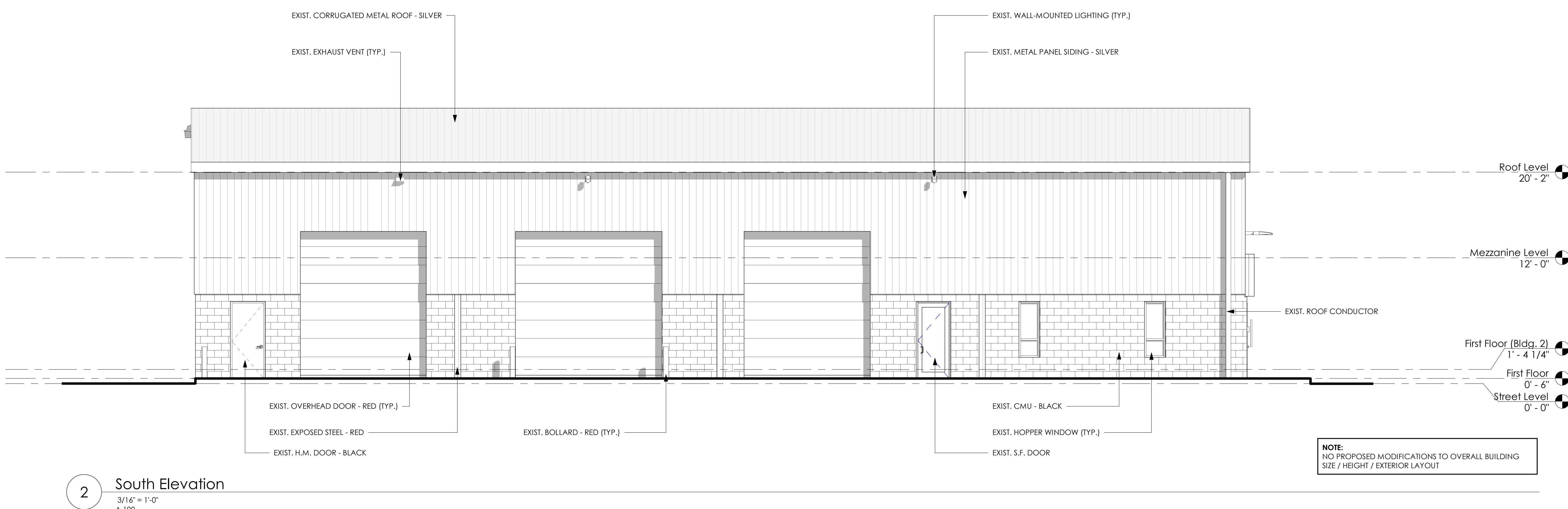
Scale:

Sheet Number:

# A.200



## 1 East Elevation



## South Elevation

Client:  
IGWT Realty 10, LLC

# Project: \_\_\_\_\_

Warehouse / Distribution Center  
1200 Knowles St.  
Royal Oak, MI 48067

Segl:



**Note:**  
Do not scale drawings. Use calculated dimensions only.  
Verify existing conditions in field.

# Sheet Title:

---

## Elevations - Building 1

Project Number: 94-004

Scale:

Sheet Number:

**A.201**

**NOTE:**  
NO PROPOSED MODIFICATIONS TO OVERALL BUILDING  
SIZE, HEIGHT, EXTERIOR LAYOUT

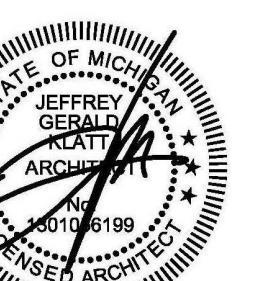
Client:  
IGWT Realty 10, LLC

## Project:

---

Warehouse / Distribution Center  
1200 Knowles St.  
Royal Oak, MI 48067

Segl:



**Note:**  
Do not scale drawings. Use calculated dimensions only.  
Verify existing conditions in field.

# Sheet Title:

---

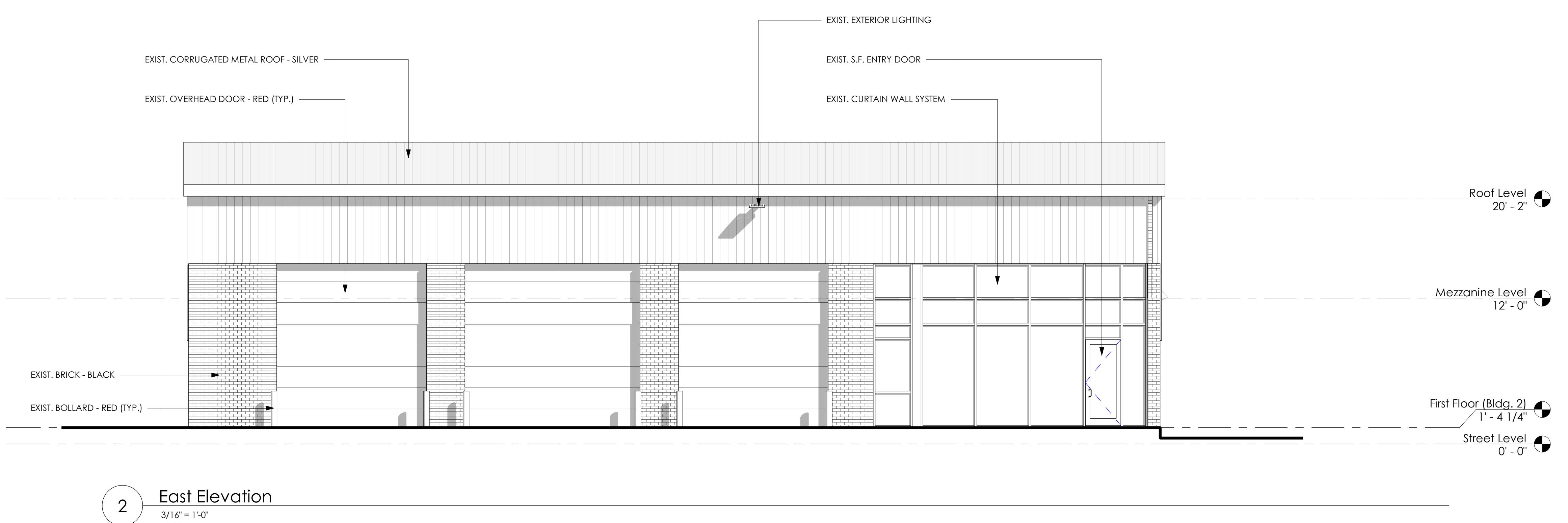
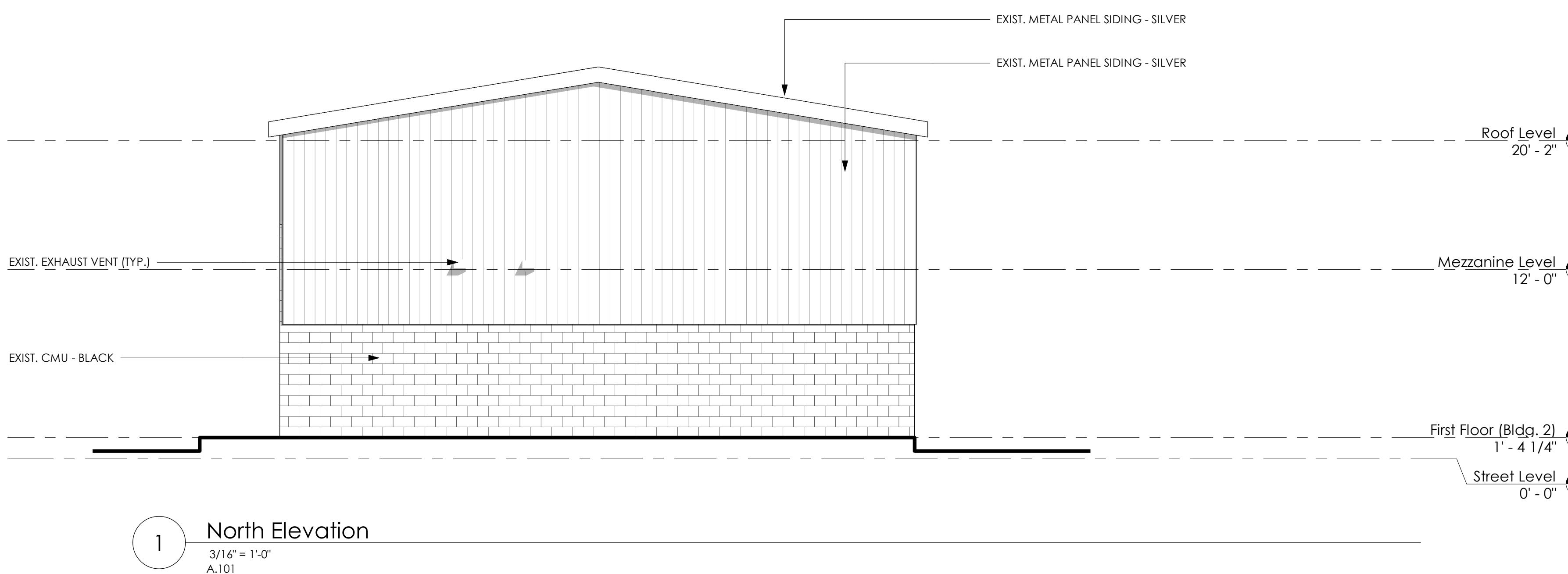
## Elevations - Building 2

Project Number: 04-004

24-086

$$3/16" = 1'-0"$$

Sheet Number:  
**A.203**



**NOTE:** PROPOSED MODIFICATIONS TO OVERALL BUILDING

EXIST. METAL PANEL SIDING - SILVER

EXIST. METAL PANEL SIDING - SILVER

EXIST. A/C FAN / EXHAUST (TYP.)

EXIST. CMU - BLACK

EXIST. BOLLARD - RED

Roof Level  
20' - 2"

Mezzanine Level  
12' - 0"

First Floor (Bldg. 2)  
1' - 4 1/4"

Street Level  
0' - 0"

3 South Elevation

3/16" = 1'-0"

A.101

Client:  
IGWT Realty 10, LLC

# Project:

Segl:



**Note:**  
Do not scale drawings. Use calculated dimensions only.  
Verify existing conditions in field.

Sheet Title:  
**Elevations -  
Building 2**

Project Number:  
94-004

Scale:

Sheet Number:

**A.204**

**NOTE:** NO PROPOSED MODIFICATIONS TO OVERALL BUILDING SITE LAYOUT / EXTERIOR LAYOUT.

EXHIBIT C

Planning Commission Resolution



# Royal Oak COMMUNITY DEVELOPMENT

Planning Division  
203 South Troy Street  
Royal Oak, MI 48067  
248.246.3280

## MEMORANDUM

DATE: September 16, 2024

TO: File / Petitioner(s)

FROM: Planning Division

**SUBJECT: Conditional Rezoning from Mixed Use 1 to General Industrial & Site Plan (SP 24-09-10) at 1200 Knowles St.** (parcel no. 25-22-377-028) – Establishment of warehouse & distribution center within existing buildings.  
IGWT Reality 10, LLC, Petitioner & Owner  
Krieger-Klatt Architects, Inc., Architect  
Plunkett Cooney, PC, Representative

---

The Royal Oak Planning Commission, at its meeting on September 10, 2024, took the following action regarding your conditional zoning application:

---

**Moved** by Mr. Ellison

**Seconded** by Commissioner Douglas

**Be it resolved** that the request to conditionally rezone **1200 Knowles Street** (parcel no. 25-22-377-028) from “**Mixed Use 1**” to “**General Industrial**” in order to establish a warehouse and distribution center within existing buildings is hereby referred to the City Commission with a **recommendation for approval**, based upon the following:

- 1) The requested “General Industrial” zone is consistent with the goals and policies of the Master Plan including the property’s designation as “Industrial” on future land use map.
- 2) The site’s physical characteristics are compatible with the proposed use.
- 3) The proposed use is compatible with surrounding uses and zoning in terms of land suitability, impacts on the environment, density, traffic volumes, aesthetics, infrastructure, and potential influence on property values.
- 4) The street system is capable of safely and efficiently accommodating expected traffic volumes generated by the proposed use.
- 5) The capacity of public utilities and services is sufficient to accommodate the proposed use without compromising the city’s health, safety, and welfare.
- 6) The requested “General Industrial” zone does not create an isolated or unplanned spot zone as the site is designated as “Industrial” on the Master Plan’s future land use map.

- 7) The requested “General Industrial” zone will protect the public health, safety and welfare, protect public and private investment in the city, promote implementation of the goals, objectives and policies of the Master Plan, and enhance the overall quality of life in the city.

**Be it further resolved** that **SP 24-09-10**, a site plan to establish a warehouse and distribution center within existing buildings at **1200 Knowles Street** (parcel no. 25-22-377-028) is hereby referred to the City Commission with a **recommendation for approval** with the following **contingencies**:

- 1) A conditional zoning agreement between the petitioner and the City of Royal Oak shall be submitted for review by the city attorney prior to approval by the City Commission, specifying all conditions voluntarily offered by the petitioner, including, but not limited to, hours of operation being limited to between 8:00 a.m. and 6:00 p.m., and having no outdoor storage.
- 2) The site plan shall comply with the Zoning Ordinance (Chapter 770), as well as all other applicable codes and ordinances, except for the following:
  - a) Frontage and right-of-way access shall be as depicted on the plan sheets.
  - b) Maneuvering aisles for off-street parking shall be as depicted on the plan sheets.
  - c) Landscaping and screening shall be as depicted on the plan sheets.
- 3) All waste and recycling containers shall be contained within the buildings except when being serviced. Any exterior containers shall be screened in accordance with § 770-90 I of the Zoning Ordinance.
- 4) All paving, utilities, and work within public rights-of-way shall be in accordance with the specifications and standards of the city engineer.
- 5) Any exterior lighting fixtures shall comply with § 770-96 B of the Zoning Ordinance and other city codes and ordinances, including being directed downward and shielded so as not to shine on adjacent property, and within maximum permitted fixture heights and illumination levels.
- 6) Signage shall comply with the Sign Ordinance (Chapter 607) or receive necessary variances from the Planning Commission.
- 7) A performance bond shall be posted in an amount to be determined by the building official.
- 8) The site plan shall meet all other code and ordinance requirements, as determined by the building official and city engineer, including, but not limited to, the Michigan Building Code and the city’s Stormwater Detention Ordinance (Chapter 644), prior to the issuance of any building or right-of-way permits.

**Motion adopted unanimously.**

---

The Planning Commission's recommendation will be forwarded to the City Commission for their consideration at a future meeting. We are currently drafting a conditional zoning agreement for your application, copies of which will be sent to you for review and execution once it is completed.

Please contact us if you have any questions or need further information.

Respectfully,



Timothy E. Thwing  
Director of Community Development

cc: Simen Savaya, IGWT Realty 10, LLC  
Dennis G. Cowan, Plunkett Cooney, PC  
Jason P. Krieger, AIA, Krieger Klatt Architects, Inc.



## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	Approval of Employment Agreement – Joseph Gacioch	
<b>SUBMITTING DEPARTMENT</b>	City Attorney	
<b>PRESENTER</b>	Nic Grochowski	
<b>MEETING DATE</b>	October 28, 2024	
	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

### 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

*Please detail what the primary role of this positions is, and what the impact would be if we did not fill the position? Does filling this position make any changes to our current operations? Did the department evaluate any other ways to complete the work done through this position? Is this a part of any succession planning efforts?*

The position of City Manager as chief executive officer of the City is a position that is critically necessary to the day-to-day operations of the City and is a position that must be filled.

On Tuesday, October 15, 2024, the City Commission voted unanimously to offer the position of City Manager to Joseph Gacioch. Mr. Gacioch accepted the offer on the same day and we have been negotiating an employment agreement for the City Commission's consideration and approval.

The terms of the proposed employment agreement include the following:

- Employment to begin on January 6, 2025
- Annual salary of \$196,100.00
- Vehicle allowance of \$650 per month
- Provision of a city owned cell phone and laptop
- City contribution of 15% of base salary into 401 retirement account
- 5 weeks of paid vacation per year and other time off allowances and benefits as provided to City Executive Department Heads
- 60-days advance notice to the City of resignation
- 9 months severance if not terminated for cause; no severance if terminated for cause

The terms outlined above are within the advertised parameters of the posted job description for the position. A suggested resolution is included for the City Commission to approve the proposed employment agreement.

<b>BUDGET IMPACT SUMMARY</b>		
<b>Anticipated Salary and Benefit Cost</b>	<b>\$260,000.00</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>		

#### **OTHER FISCAL IMPACTS:**

Select all that apply.

No fiscal impact  Revenue impact (details below)  
 Training Required (details below)

---

#### **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.*

The position of City Manager as chief executive officer of the City is critical to supporting all of the City's strategic plans and initiatives.

---

#### **PROPOSED CITY COMMISSION RESOLUTION:**

**Be it resolved**, the Royal Oak City Commission hereby approves the filling of position of City Manager and approves the proposed employment agreement with Joseph Gacioch; and

**Be it further resolved**, the Royal Oak City Commission hereby authorizes the Mayor and City Clerk to execute the employment agreement on behalf of the City.

#### **ATTACHMENTS:**

Employment Agreement – Joseph Gacioch

## **EMPLOYMENT AGREEMENT**

This Agreement is entered into this \_\_\_\_ day of November, 2024 by and between the CITY OF ROYAL OAK, a Michigan Municipal Corporation with offices at 203 S Troy Street, Royal Oak, Michigan 48067 (the "City") and JOSEPH GACIOCH, an individual ("Gacioch").

**Whereas**, the City wishes to employ Gacioch as its City Manager under the terms and conditions set forth in this Agreement; and

**Whereas**, Gacioch wishes to be employed by the City as its City Manager under the terms and conditions set forth in this Agreement.

**Therefore**, in consideration for the mutual promises contained in this Agreement, the sufficiency of which is hereby acknowledged, the City and Gacioch agree as follows:

### **1. TERM**

This Agreement shall remain in full force and effect until terminated by either the City or Gacioch as provided in Section 12. It is expressly understood that Gacioch will be an at-will employee, and subject to Gacioch's ability to resign pursuant to Section 12, the duration of his employment is unspecified and rests solely in the discretion of the City Commission.

### **2. DUTIES AND AUTHORITY**

The City agrees to employ Gacioch as its City Manager effective January 6, 2025, to perform the functions and duties specified in the Charter and Code of Ordinances of the City of Royal Oak, as amended, and all other statutory and legally permissible and proper duties and functions, subject to the general supervision of and pursuant to the order, advice and direction of the City Commission. As the City's chief executive officer, Gacioch shall faithfully perform the duties as prescribed with reasonable care, diligence, skill and expertise.

### **3. HOURS OF WORK**

It is recognized that Gacioch must often work outside of normal office hours to meet the demands of City business. Gacioch acknowledges that there are certain City and community functions where his attendance is expected. To accommodate these responsibilities, Gacioch may establish a flexible work schedule that balances his personal needs with the operational requirements of the City. While flexibility is allowed, Gacioch's schedule must ensure he fulfills his duties and responsibilities, and he is expected to be available during standard operating hours, including Fridays, when necessary. If operational demands, meetings, or specific projects require his presence during these times, Gacioch is expected to attend, regardless of any prior flexible

arrangements. Gacioch remains responsible for completing all assigned work, meeting deadlines, and attending necessary meetings, regardless of his schedule flexibility. Furthermore, as the City Manager is an executive position, Gacioch will not accrue overtime or compensatory time for hours worked beyond eight (8) hours per day or forty (40) hours per week.

#### **4. COMPENSATION**

The City agrees to pay Gacioch an annual base salary of one hundred ninety-six thousand one hundred dollars (\$196,100.00), payable in bi-weekly installments, as compensation for his service as City Manager. The City Commission shall conduct an annual evaluation of Gacioch's performance, subject to a process, form, criteria and format that shall be mutually discussed by the parties, upon which the Commission may consider increasing Gacioch's wages. This evaluation shall occur no later than May of each year. This would not prohibit the City Commission from holding an earlier evaluation should they desire.

#### **5. BENEFITS**

- A. **Health Insurance.** The City agrees to pay Gacioch's existing premium obligations for continuing health coverage from his prior employer (commonly known as COBRA coverage) until Gacioch is eligible to become a participant in the City's health insurance plan, if applicable. When Gacioch becomes eligible to participate in the City's health insurance plan, he may enroll and pay the same percentage of the illustrative premium rate for the plan as the City's Executive Department Heads, on a monthly basis, through payroll deduction. Gacioch may opt out of the City's health insurance plan under the same terms and conditions as the City's Executive Department Heads.
- B. **Life Insurance.** The City agrees to provide fifty thousand dollars (\$50,000.00) of term life insurance at no cost to Gacioch. Should the City offer an enhanced benefit to its Executive Department Heads, Gacioch shall receive that benefit.
- C. **Memberships.** The City agrees to pay the membership dues and fees for Gacioch to continue to be a member of the International City/County Management Association (ICMA) and the Michigan Municipal Executives (MME). Subject to the approval of the City Commission during the City's annual budget process, the City agrees to pay the cost of Gacioch's attendance at the annual ICMA and MME conferences. The City agrees to budget for and pay the full travel, participation, and subsistence expenses of Gacioch for professional and official travel, meetings and occasions adequate to continue the professional development of Gacioch, and to adequately pursue necessary official and other functions for Gacioch consistent with the travel policies established by the City.

- D. The City agrees to bear the cost of any fidelity or other bond required of Gacioch in his capacity as City Manager.
- E. Except as otherwise provided in this Agreement, Gacioch shall receive all of the benefits set forth in the Administrative Rules for Executive Department Heads, as may be amended; provided, however, that Gacioch shall not accrue overtime or compensatory time for hours worked beyond eight (8) hours per day or forty (40) hours per week.

## **6. TECHNOLOGY AND ALLOWANCES**

- A. The City agrees to provide Gacioch with a City owned cellular phone for use for job-related duties while serving in the capacity of City Manager. In the alternative, the City agrees to provide Gacioch with a cellular phone allowance of one hundred dollars (\$100.00) per month for the use of his personal cell phone while serving in the capacity of City Manager.
- B. The City agrees to provide Gacioch a car allowance in the sum of six hundred fifty dollars (\$650.00) per month.
- C. The City agrees to provide Gacioch with a City owned laptop computer for use for job-related duties while serving in the capacity of City Manager.

## **7. RETIREMENT**

Subject to IRS and plan limits, the City agrees to make an annual contribution to a 401a retirement account with MissionSquare Retirement Corporation in the amount of fifteen percent (15%) of Gacioch's base pay, with optional employee contribution, payable in bi-weekly installments. Gacioch will also participate in the City's Retiree Health Savings (RHS) plan with MissionSquare. The contributions for the RHS shall follow those for Executive Department Heads and are set at 4% City, 1% employee at the time of this agreement. In recognition of Gacioch's prior service as a city manager, he is vested one hundred percent (100%) for purposes of the city's Defined Contribution and Retiree Health Savings plans.

## **8. PAID TIME OFF**

- A. Gacioch shall be allowed two hundred (200) hours of vacation time and forty (40) hours of personal business time annually within the City's fiscal year. This time shall be prorated for the remainder of the City's 2024/2025 fiscal year.
- B. Gacioch shall be advanced forty (48) hours of sick leave against future accrual for the last six (6) months of the City's 2024/2025 fiscal year. Thereafter Gacioch shall accrue sick leave as provided in the Administrative Rules for Executive Department Heads.

C. Gacioch shall receive all other leave time (including, but not limited to, sick leave, holidays, personal business days and bereavement leave) as provided in the Administrative Rules for Executive Department Heads. Gacioch shall not accrue any overtime or compensation time for work beyond eight (8) hours per day or forty (40) hours per week.

## **9. GENERAL BUSINESS EXPENSES**

The City recognizes that Gacioch may incur certain expenses of a non-personal, community, or job-affiliated nature, and agrees to reimburse Gacioch or pay those expenses for him. The Director of Finance is hereby authorized to disburse such monies upon production of appropriate receipts, statements, or affidavits. Gacioch shall not be reimbursed for any mileage, including but not limited to daily travel to and from his home and the City.

## **10. INDEMNIFICATION**

To the fullest extent permitted by law, the City shall defend, hold harmless and indemnify Gacioch 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 Gacioch's duties as City Manager, 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. Gacioch 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 Gacioch'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 Gacioch 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 Gacioch 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.

## **11. OUTSIDE ACTIVITIES**

Subject to the prior approval of the City Commission, Gacioch may accept other teaching, consulting, or business opportunities. The compensation provided for under this Agreement shall not be offset by any income Gacioch may earn from any other source.

## **12. TERMINATION**

For purposes of this Agreement, termination shall occur when either of the following take place:

- A. A majority of the membership of the City Commission votes to terminate this Agreement at a duly authorized public meeting.
- B. Gacioch submits a written letter of resignation to the City Commission, in care of the City Clerk. Gacioch shall provide a minimum of sixty (60) days advance written notice to the City. If Gacioch fails to provide this notice, he shall not be entitled to payment of any accrued vacation, sick leave, or any other accrued time upon separation. Gacioch shall continue to perform his professional duties as prescribed with reasonable care, diligence, skill and expertise after notice is provided.

## **13. SEVERANCE**

- A. If Gacioch's contract is terminated pursuant to Section 12(A) for any reason other than just cause, he shall be entitled to severance pay for a period of up to nine (9) months at his rate of pay on the effective date of termination. For purposes of this Agreement, just cause shall include, but not be limited to, acts of insubordination, conduct unbecoming a city manager, actions which would be criminal in nature, acts of moral turpitude, gross negligence or acts of a similar nature. It will also include less serious offenses which have not been corrected through progressive steps. The City shall pay severance pay in biweekly installments until Gacioch has received the severance described herein, or until Gacioch secures and commences other employment, whichever occurs first. For the period that Gacioch is receiving severance pay, the City shall continue to pay its portion of the cost of health insurance for Gacioch and any eligible dependents, and for life insurance for Gacioch. Gacioch shall not accrue any additional service credit or receive any additional benefits for the period that he is receiving severance pay. All severance pay shall be paid in accordance with all applicable payroll laws and regulations, and are subject to tax withholdings. Termination and retirement definitions will be the same as for Tier 1 Executive Department Head employees for purposes of leave bank payouts. In order to be treated as "retired" Gacioch must meet the same age and service requirements as those for Tier 1 Executive Department Head employees.
- B. If Gacioch's employment is terminated pursuant to Section 12(A) for just cause, or if his employment is terminated pursuant to Section 12(B), he shall not be entitled to any severance pay.

**14. RETURN OF CITY PROPERTY**

Upon termination of this Agreement, Gacioch 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 Gacioch from retaining copies of any document he produced or that was produced under his direction.

**15. 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.

**16. AMENDMENT**

This Agreement can be modified or amended only in a subsequent written document signed by both the City and Gacioch. This agreement shall automatically incorporate any benefits and shall include across-the-board salary adjustments that are provided on the same basis as applied to Executive Department Heads and/or by a salary increase provided by the City Commission.

**17. WAIVER OF BREACH**

A waiver of any breach of this Agreement shall not constitute a waiver of any future breach.

**18. BINDING EFFECT**

This Agreement shall be binding upon the City and Gacioch, as well as their heirs, assigns, executors, personal representatives and successors in interest.

**19. SEVERABILITY**

If any provision of this agreement is found to be invalid, all other provisions shall remain in full force and effect.

**20. COUNTERPARTS**

This Agreement may be executed in one or more counterparts, and the signature pages may be transmitted by facsimile, each of which shall be deemed an original and all of which together shall be considered one and the same Agreement.

## 21. GOVERNING LAW

This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan.

## 22. ARBITRATION

The exclusive remedy for any dispute, statutory or otherwise, arising out of Gacioch's employment or relating to this Agreement, shall be final and binding arbitration to be held in Oakland County, Michigan under the rules of the American Arbitration Association. The City and Gacioch understand that they are voluntarily waiving the right to trial by jury. Any claim that is not filed within ninety (90) days after it arises is waived.

## 23. VOLUNTARY AGREEMENT

Gacioch has entered into this agreement freely and voluntarily, after having been advised to seek advice of legal counsel and having had adequate opportunity to do so.

CITY OF ROYAL OAK

By: \_\_\_\_\_  
Michael Fournier, Mayor

By: \_\_\_\_\_  
Melanie Halas, City Clerk

JOSEPH GACIOCH

Joseph M. Gacioch  
Joseph M. Gacioch (Oct 22, 2024 08:59 EDT)

Joseph Gacioch

Approved as to form:

Nicolas J. Grochowski  
Nicolas J. Grochowski  
City Attorney

# Proposed Gacioch Employment Agreement

## 102124

Final Audit Report

2024-10-22

Created:	2024-10-22
By:	Niccolas Grochowski (Niccolas.Grochowski@romi.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAASg0g5K9t6g-xfW4FchsESGIcK3vBwRjg

### "Proposed Gacioch Employment Agreement 102124" History

-  Document created by Niccolas Grochowski (Niccolas.Grochowski@romi.gov)  
2024-10-22 - 1:15:27 AM GMT
-  Document emailed to joseph.gacioch@gmail.com for signature  
2024-10-22 - 1:16:17 AM GMT
-  Email viewed by joseph.gacioch@gmail.com  
2024-10-22 - 12:59:07 PM GMT
-  Signer joseph.gacioch@gmail.com entered name at signing as Joseph M. Gacioch  
2024-10-22 - 12:59:34 PM GMT
-  Document e-signed by Joseph M. Gacioch (joseph.gacioch@gmail.com)  
Signature Date: 2024-10-22 - 12:59:36 PM GMT - Time Source: server
-  Agreement completed.  
2024-10-22 - 12:59:36 PM GMT



Adobe Acrobat Sign