



## NOTICE OF CITY COMMISSION MEETING

July 8, 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

## Revised Agenda

### Royal Oak City Commission Meeting

Monday, July 8, 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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2.	Invocation by Mayor Fournier	
3.	Pledge of Allegiance	
4.	Introduction of New Staff Members	
	a. Assistant Fire Chief Michael Gladieux	
	b. Finance Director Kymberly Coy	
5.	Approval of Agenda	
6.	Public Comment	
7.	Consent Agenda	
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a.	Second Quarter Fiscal Year 2024 Training Evaluation Forms	74
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11.	Proposed Ordinance Amendment 2024-06, Residential Rental Regulations, Second Reading Niccolas Grochowski, City Attorney	135
12.	Adjournment	



# Royal Oak

Minutes

## Royal Oak City Commission Meeting

June 24, 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 7:44 p.m.

### 2. Invocation by Commissioner Macey

### 3. Pledge of Allegiance

### 4. Introduction of New Staff Members

#### 4.a Assistant Fire Chief Mike Gladieux

Assistant Fire Chief Mike Gladieux was not present at the meeting.

#### 4.b Information Technologies Manager Christopher Gomez

Interim City Manager Wollenweber introduced the new Information Technologies Manager Christopher Gomez. IT Manager Gomez came from the University of Miami in Coral Gables. He briefly introduced himself to the commission.

### 5. Approval of Agenda

Moved by: Commissioner Macey

Seconded by: Commissioner Douglas

Be it resolved, the city commission hereby approves the agenda for the June 24, 2024 meeting with the addition of a recommendation to settle claim 2401723.

Motion Adopted

## **6. Public Comment**

William Asher, 1003 Irving, congratulated the commission on approving the Rochester Road development.

Tom Hoermann, 614 Genesee, felt his neighborhood around Rochester Road was being mischaracterized.

Frank Stuglin, 1011 E Windemere, was upset about comments made about the Genesee neighborhood.

## **7. Consent Agenda**

Moved by: Commissioner Kolo

Seconded by: Commissioner Herzog

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

Motion Adopted

### **7.a City Commission Meeting Minutes June 10, 2024**

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

### **7.b Claims**

#### **7.b.1 June 14 2024**

Be it resolved, the claims of June 14 2024 are hereby approved.

#### **7.b.2 June 25 2024**

Be it resolved, the claims of June 25 2024 are hereby approved.

### **7.c Approval of Purchase Orders**

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

Requisition # R007677 change order

Vendor: JH Hart Urban Forestry

Requesting approval for: \$50,000 additional for a total of \$600,000

Price Source: estimation

Budgeted: \$600,000

Department / Fund:	solid waste / solid waste
Description:	tree trimming, removal & forestry issues
Requisition #	R007684 change order
Vendor:	Ferguson Waterworks
Requesting approval for:	\$140,000 additional for a total of \$390,000
Price Source:	bid by another entity/Oakland County
contract #008704	
Budgeted:	\$390,000
Department / Fund:	meter services / water & sewer
Description:	water meters & parts
Requisition #	R007752 change order
Vendor:	NYE Uniform
Requesting approval for:	\$5,000 additional for a total of \$160,000
Price Source:	estimation
Budgeted:	\$160,000
Department / Fund:	police & fire / public safety
Description:	uniforms for police & fire
Requisition #	R007723 change order
Vendor:	Ingram Library Services
Requesting approval for:	\$10,000 additional for a total of \$120,000
Price Source:	estimation
Budgeted:	\$120,000
Department / Fund:	library / library
Description:	purchase books
Requisition #	R008160 change order
Vendor:	South Oakland Citizens for Homeless

Requesting approval for:	\$30,000 additional for a total of \$80,000
Price Source:	CDBG funded
Budgeted:	\$80,000
Department / Fund:	community development / community
development block grant	
Description:	operational costs
Requisition #	R007763 change order
Vendor:	D'Angelo Brothers Inc.
Requesting approval for:	\$8,000 additional for a total of \$60,000
Price Source:	bid by another entity (Oakland
County/contract #008856)	
Budgeted:	\$60,000
Department / Fund:	water maintenance / water & sewer
Description:	lead water line replacements
Requisition #	R007768 change order
Vendor:	Otis Elevator Company
Requesting approval for:	\$1,640 additional for a total of \$60,000
Price Source:	Omnia Partners/contract # 2019001563
Budgeted:	\$60,000
Department / Fund:	library & auto parking & fire / library & auto
parking & public safety	
Description:	service for elevators
Requisition #	R008373
Vendor:	Lifefitness
Requesting approval for:	\$45,010
Price Source:	Omnia Partners/contract #2021003109
Budgeted:	\$45,010

Department / Fund: senior building maintenance / senior citizen services

Description: exercise equipment for senior center

Requisition # R007794 change order

Vendor: Cintas Corporation

Requesting approval for: \$5,000 additional for a total of \$40,000

Price Source: Omnia Partners/contract #222886

Budgeted: \$40,000

Department / Fund: multiple / multiple

Description: cleaning service for floor mats at city hall and other various city buildings

Requisition # R007769 change order

Vendor: Kone Inc.

Requesting approval for: \$5,000 additional for a total of \$40,000

Price Source: Omnia Partners/contract #2019001564

Budgeted: \$40,000

Department / Fund: multiple / multiple

Description: elevator repair & maintenance services

Requisition # R008101 change order

Vendor: Interior Environments

Requesting approval for: \$3,580 additional for a total of \$38,130

Price Source: quote (all individual purchases have been less than \$10,000)

Budgeted: \$38,130

Department / Fund: multiple / multiple

Description: office furniture

Requisition # R007893 change order

Vendor:	Fire Defense Equipment
Requesting approval for:	\$7,470 additional for a total of \$37,470
Price Source:	estimation (all individual purchases are less than \$6,000)
Budgeted:	\$37,470
Department / Fund:	motor pool / motor pool
Description:	building repair & maintenance services as needed
Requisition #	R007716 change order
Vendor:	TWI Tire Wholesalers
Requesting approval for:	\$5,000 additional for a total of \$35,000
Price Source:	estimation (all individual purchases are less than \$3,000)
Budgeted:	\$35,000
Department / Fund:	motor pool / motor pool
Description:	tires as needed
Requisition #	R007950
Vendor:	21 <sup>st</sup> Century Media
Requesting approval for:	\$35,000
Price Source:	sole source
Budgeted:	\$35,000
Department / Fund:	multiple / multiple
Description:	advertising & legal notices for The Daily Tribune
Requisition #	R007992
Vendor:	Shoreline Tours
Requesting approval for:	\$30,000
Price Source:	sole source

Budgeted:	\$30,000
Department / Fund:	senior center / senior citizen services
Description:	travel costs for senior center trips
Requisition #	R008299
Vendor:	Royal Oak Restaurant Association
Requesting approval for:	\$30,000
Price Source:	approved by the DDA on August 16, 2023
Budgeted:	\$30,000
Department / Fund:	DDA/TIFA / DDA development
Description:	beer & wine stroll/restaurant week

**7.d 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 "parks & forestry" will be deposited into the general fund miscellaneous revenue account 101.000.67100.

**7.e Approval of 2024 Park Rite Agreement Amendment**

Be it resolved, the city commission approves the Fourth Amendment to Parking Management Agreement between the City and Park Rite, Inc. for the management of the city's parking garages to extend the term to June 30, 2025.

**7.f Approval of Fleet Purchases**

BE IT RESOLVED, the Royal Oak City Commission hereby approves the purchase of a Kubota RTV-X1100 series utility vehicle and related snow removal accessories from Weingartz Supply Co. in an amount not to exceed \$33,659.89 and authorizes staff to issue a purchase order in that amount, and;

BE IT FURTHER RESOLVED, the Royal Oak City Commission hereby approves the purchase of a Toro Groundsmaster 7210 series utility mower and related snowblower attachment from Spartan Distributors in an amount not to exceed \$71,667.68 and authorizes staff to issue a purchase order in that amount.

**7.g Consideration for Approval - Parks and Recreation Advisory Board Bylaws**

BE IT RESOLVED, the Royal Oak City Commission hereby approves the bylaws of Parks and Recreation Advisory Board.

**7.h Award of General Engineering Consulting Services**

BE IT RESOLVED, the Royal Oak City Commission hereby approves extension of the current general consulting engineering services contracts with Nowak & Fraus Engineers of Pontiac, Michigan (Contract GCES 1801A), and OHM Advisors of Livonia, Michigan (Contract GCES 1801C) until June 30, 2027; and

BE IT FURTHER RESOLVED, that the Royal Oak City Commission hereby approves the general consulting engineering services Contract GCES 2401B with Hubbell, Roth & Clark, Inc. of Bloomfield Hills, Michigan, effective until June 30, 2027, and authorizes the mayor and city clerk to execute the agreement.

**7.i Approval of 2024-2026 Tentative Agreement between the City of Royal Oak and ProTech**

BE IT RESOLVED, the Royal Oak City Commission hereby approves the tentative agreement with the Professional and Technical Employees Association (ProTech) dated May 29, 2024.

**7.j Approval of 2024-2026 Tentative Agreement between the City of Royal Oak and the Foremen and Supervisors Association**

BE IT RESOLVED, the Royal Oak City Commission hereby approves the tentative agreement with the Foremen & Supervisors Association dated June 10, 2024.

**7.k National Opioid Settlement Update and Approval of Opioid Remediation Project Amendment**

Be it resolved, the city commission approves a budget amendment for fiscal year ending June 30, 2025 to allocate \$50,000.00 of opioid settlement funds to the 44<sup>th</sup> District Court for sobriety court testing; and

Be it further resolved, the city commission will be provided with an update when the fifth settlement agreement is completed or by the second meeting in September 2024, whichever date is first.

**7.l Receive and File**

7.l.1 2023 Water System Consumer Confidence Report

**8. Resolution of Authorization: Oakland County/Oakland Livingston Humane Service Agency ARPA Senior Chore Program Grant Program**

Moved by: Commissioner Kolo

Seconded by: Mayor Pro Tem Hunt

Whereas, the City of Royal Oak supports the grant award for the Oakland County Seniors Grant Program, to provide general senior chore services and will consist of regular lawn care maintenance, shrub trimming, edging and yard clean up.

Whereas, the proposed project meets the Royal Oak Strategic Plan, the Aging in Place Plan, and the Sustainability and Climate Action Plan; and,

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

Therefore be it resolved that, the Royal Oak City Commission hereby approves participation in the Oakland County/ARPA Senior Chore Program in the amount of \$100,000 with no required match; and,

Be it further resolved, that the grants coordinator is authorized to sign and submit all grant-related documents on behalf of the City of Royal Oak relative to the ARPA Senior Chore Program.

Motion Adopted

**9. Recommendation to Settle Claim Number 2401723**

Moved by: Commissioner Macey

Seconded by: Commissioner Herzog

Be it resolved, the city commission approves the recommendation of the attorney as discussed in closed session to settle claim number 240173.

Motion Adopted

**10. Adjournment**

Moved by: Commissioner Douglas

Seconded by: Commissioner Macey

Motion to adjourn at 8:11 p.m.

Motion Adopted

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Melanie Halas, City Clerk

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Michael C. Fournier, Mayor

**PAYROLL #600 & 602**PAYROLL DATE: 06/28/24**HUNTINGTON - PAYROLL**

DIRECT DEPOSIT	\$977,976.19
PAPER CHECK	\$66.07
ADJUSTMENTS	
	<b><u>\$978,042.26</u></b>

**ELECTRONIC MONEY TRANSFER - ACH**

IRS

FED. W/H	148,779.54
SOC SEC	101,273.90
MEDICARE	39,911.70
	<b><u>289,965.14</u></b>

STATE OF MICHIGAN TREASURY	<b><u>51,771.18</u></b>
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FRIEND OF THE COURT	<b><u>2,957.70</u></b>
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MISSIONSQUARE	<b><u>130,106.73</u></b>
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NATIONWIDE	<b><u>38,621.78</u></b>
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MERS	<b><u>27,646.04</u></b>
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TASC	<b><u>10,245.80</u></b>
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**ACCOUNTS PAYABLE - CHECKS**

MICHIGAN EDUCATION TRUST	<b><u>-</u></b>
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MISC DEDUCTIONS	<b><u>154.66</u></b>
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**UNION DUES**

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

<b>GRAND TOTAL</b>	<b><u>\$ 1,529,511.29</u></b>
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07/03/2024 08:46 AM

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF ROYAL OAK

Page: 1/32

User: JudyG

EXP CHECK RUN DATES 07/09/2024 - 07/09/2024

DB: Royal Oak

JOURNALIZED

PAID

Vendor Code	Vendor Name	Description	Amount
Invoice			
02044	ACTION MAT & TOWEL RENTAL		
	613069	MAT RENTALS	288.11
TOTAL FOR: ACTION MAT & TOWEL RENTAL			288.11
17171	ADOBE/CREATIVE CLOUD		
	05/28/2024	LIBRARY CREATIVE CLOUD ALL APPS	359.88
TOTAL FOR: ADOBE/CREATIVE CLOUD			359.88
11325	ADVANCED LANDSCAPE & BLDRS SUPPLY		
	002484093	SOD, SEED & TOP SOIL	439.98
TOTAL FOR: ADVANCED LANDSCAPE & BLDRS SUPPLY			439.98
18963	AERIAL DETROIT		
	06/19/2024	JUNETEENTH PHOTOGRAPHY/VIDEOGRAPHY	250.00
TOTAL FOR: AERIAL DETROIT			250.00
RBOND	AFFILIATED CONTRACTORS		
	BB46044	BD Bond Refund	400.00
TOTAL FOR: AFFILIATED CONTRACTORS			400.00
00035	AFLAC		
	055506	A8734 PAYROLL	5,868.28
TOTAL FOR: AFLAC			5,868.28
19378	AGRI SUPPLY		
	06/16/2024	P&F EQUIPMENT REPAIR/MAINT. SUPPLIES	810.88
TOTAL FOR: AGRI SUPPLY			810.88
19343	AIRBNB		
	06/02/2024	AMERICA IN BLOOM GRANT MEMBERS LODGING	663.05
TOTAL FOR: AIRBNB			663.05
00043	AIS CONSTRUCTION EQUIPMENT		
	D67414	VEHICLE REPAIR & MAINTENANCE PARTS	364.61
	D67416	VEHICLE REPAIR & MAINTENANCE PARTS	437.89
	D67417	PARTS FOR LOADER	3,847.94
TOTAL FOR: AIS CONSTRUCTION EQUIPMENT			4,650.44
06106	AJAX PAVING INDUSTRIES INC		
	CAP2315 PE10	2023 MAJOR ROAD IMPROVEMENTS/ASPHALT RESURFACING FY	1,315,719.74
TOTAL FOR: AJAX PAVING INDUSTRIES INC			1,315,719.74
08866	FRANK ALCALA		
	2023-24	BOOT ALLOWANCE	190.79
TOTAL FOR: FRANK ALCALA			190.79
12314	MARCOS ALCALA		
	2023-24 #2	BOOT ALLOWANCE BALANCE	36.94
TOTAL FOR: MARCOS ALCALA			36.94
13328	ALDI		
	06/14/2024	SENIOR CTR TIM'S KITCHEN SUPPLIES	6.39
TOTAL FOR: ALDI			6.39
06517	ALL ABOUT ANIMALS RESCUE		
	189097	VET SERVICES & SPAY/NEUTERING SERVICES	483.00
TOTAL FOR: ALL ABOUT ANIMALS RESCUE			483.00

Vendor Code	Vendor Name	Description	Amount
Invoice			
19391	ALL AMERICAN PET RESORTS LAKESHORE		
	28506	RESERVATION THORVI	810.00
TOTAL FOR: ALL AMERICAN PET RESORTS LAKESHORE			810.00
04745	ALLIED PRINTING		
	74504	WATER BILL INSERTS	1,060.00
TOTAL FOR: ALLIED PRINTING			1,060.00
10118	ALTA CONSTRUCTION EQUIPMENT		
	SP2/133451	DOOR PLATE	1,261.75
TOTAL FOR: ALTA CONSTRUCTION EQUIPMENT			1,261.75
17165	AMAZON CAPITAL SERVICES		
	1F6Q-3CJT-1Y1Q	LIBRARY SUPPLIES	7.63
	1JWN-KPCV-CRCF	LIBRARY SUPPLIES	41.98
	1RTG-QPWC-44MN	LIBRARY SUPPLIES	98.29
TOTAL FOR: AMAZON CAPITAL SERVICES			147.90
06654	AMAZON.COM		
	05/28/2024	IT LAPTOP BATTERIES	99.98
	05/28/2024	IT IPHONE CASE	14.99
	05/28/2024	FARMERS MKT OPERATING SUPPLIES	34.34
	05/29/2024	SENIOR CTR PACE PROGRAM SUPPLIES	65.13
	05/29/2024	ANIMAL SHELTER SUPPLIES	13.99
	05/30/2024	HR OFFICE SUPPLIES	22.36
	05/31/2024	HR OFFICE SUPPLIES	283.75
	06/02/2024	CREDIT - IT FLASH DRIVE RETURNED	(35.99)
	06/02/2024	FARMERS MKT CLEANING SUPPLIES	20.88
	06/02/2024	POLICE OFFICE SUPPLIES	20.48
	06/02/2024	POLICE OPERATING SUPPLIES	88.89
	06/02/2024	POLICE OFFICE SUPPLIES	78.36
	06/03/2024	FARMERS MKT CLEANING SUPPLIES	23.99
	06/07/2024	FIRE & EMS SUPPLIES	16.14
	06/09/2024	WEAPONS & AMMUNITION SUPPLIES	26.95
	06/10/2024	ANIMAL SHELTER SUPPLIES	45.01
	06/11/2024	SENIOR CTR TIM'S KITCHEN SUPPLIES	96.00
	06/11/2024	SENIOR CTR TIM'S KITCHEN SUPPLIES	94.31
	06/12/2024	JUNETEENTH SUPPLIES	111.97
	06/12/2024	JUNETEENTH SUPPLIES	45.41
	06/12/2024	JUNETEENTH SUPPLIES	25.72
	06/12/2024	JUNETEENTH SUPPLIES	59.28
	06/12/2024	JUNETEENTH SUPPLIES	48.60
	06/12/2024	MOTOR POOL TOOLS & HARDWARE	68.85
	06/12/2024	MOTOR POOL TOOLS & HARDWARE	12.90
	06/14/2024	JUNETEENTH SUPPLIES	36.85
	06/14/2024	TREASURY DEPT OFFICE SUPPLIES	23.97
	06/16/2024	FIRE & EMS SUPPLIES	199.99
	06/16/2024	FIRE & EMS SUPPLIES	74.19
	06/18/2024	JUNETEENTH GIVEAWAYS	98.52
	06/18/2024	CREDIT - TREASURY DEPT RETURN SUPPLIES	(23.97)
	06/19/2024	FIRE & EMS SUPPLIES	489.98
	06/20/2024	SENIOR CTR CLEANING SUPPLIES	18.99
	06/20/2024	BUILDING DEPT OFFICE SUPPLIES	18.98
	06/20/2024	SENIOR CTR FACILITY RENTAL PLANNING CALENDAR	25.59
	06/20/2024	TREASURY DEPT OFFICE SUPPLIES	26.94
	06/21/2024	MANAGER OFFICE SUPPLIES	74.95
	06/23/2024	FIRE DEPT CHAIRS	989.34
	06/23/2024	FIRE DEPT CHAIRS	1,515.96
	06/24/2024	BUILDING DEPT OFFICE SUPPLIES	13.43
	06/27/2024	ENGINEERING DEPT OFFICE SUPPLIES	69.99
TOTAL FOR: AMAZON.COM			5,035.99

Vendor Code	Vendor Name Invoice	Description	Amount
00057	AMERICAN FLAG & BANNER 5409	ART FAIR BANNER CHANGE DATES	40.00
	TOTAL FOR: AMERICAN FLAG & BANNER		40.00
00060	AMERICA'S FINEST PRINTING 50822 50824	SENIOR CTR 4-PART ROSES INVOICE BUSINESS CARDS/COOK, GLADIEUX	359.00 123.11
	TOTAL FOR: AMERICA'S FINEST PRINTING		482.11
19342	ANTOS TRAINING GROUP 06/02/2024	K9 TEAM & ADVANCED VEHICLE DETECTION/MORAN & THORVI	575.00
	TOTAL FOR: ANTOS TRAINING GROUP		575.00
18972	LANCE ANTROBIUS 06302024	HOCKEY REFEREE	164.00
	TOTAL FOR: LANCE ANTROBIUS		164.00
19344	APPRaisal FOUNDATION 06/06/2024	ASSESSOR REAL ESTATE LICENSE TRAINING MATERIALS	150.00
	TOTAL FOR: APPRAISAL FOUNDATION		150.00
17226	ARMORERLINK 1804703	FIREARM MANAGEMENT SYSTEM ANNUAL SUBSCRIPTION 7/1/2	3,600.00
	TOTAL FOR: ARMORERLINK		3,600.00
19393	ASPA-METROPOLITAN DETROIT CHAPTER 06252024	JUNE 12 AWARDS LUNCHEON ATTENDANCE	140.00
	TOTAL FOR: ASPA-METROPOLITAN DETROIT CHAPTER		140.00
00018	AT & T 248336917006 24	203 S TROY ST MAY 11-JUN 10	1,622.33
	TOTAL FOR: AT & T		1,622.33
06594	AT A GLANCE 06/16/2024	SENIOR CTR RENTAL PLANNER	58.00
	TOTAL FOR: AT A GLANCE		58.00
RBOND	AT-LESS DRAIN CLEANING LLC BENG-240035	BD Bond Refund	2,000.00
	TOTAL FOR: AT-LESS DRAIN CLEANING LLC		2,000.00
02449	AUDIA CONSTRUCTION CAP2405 PE3	2024 CONCRETE STREET IMPROVEMENTS FY END	265,109.76
	TOTAL FOR: AUDIA CONSTRUCTION		265,109.76
16789	GREG AWDEY 2023-24	BOOT ALLOWANCE	250.00
	TOTAL FOR: GREG AWDEY		250.00
18312	ALEX BAHORSKI 06212024	REIMBURSE MILEAGE JAN-JUNE 2024	39.80
	TOTAL FOR: ALEX BAHORSKI		39.80
00117	BAKER & TAYLOR COMPANIES 2038361490 2038376627	PURCHASE OF BOOKS & MEDIA PURCHASE OF BOOKS & MEDIA	8.38 43.96
	TOTAL FOR: BAKER & TAYLOR COMPANIES		52.34

Vendor Code	Vendor Name	Description	Amount
	Invoice		
00121	BANDIT INDUSTRIES INC		
	953714	VEHICLE REPAIR & MAINTENANCE PARTS	254.31
	968294	VEHICLE REPAIR & MAINTENANCE PARTS	268.06
	TOTAL FOR: BANDIT INDUSTRIES INC		522.37
19283	BANDIT TAVERN & HIDEAWAY		
	05/31/2024	ATTORNEY LUNCH W CITY MANAGER & CONTRACTOR	92.00
	TOTAL FOR: BANDIT TAVERN & HIDEAWAY		92.00
13345	MATTHEW BEGAN		
	2023-24	BOOT ALLOWANCE	250.00
	TOTAL FOR: MATTHEW BEGAN		250.00
02397	BEST BUY		
	06/07/2024	MIDC REPLACEMENT IPAD	799.00
	TOTAL FOR: BEST BUY		799.00
14833	BIG BELLY SOLAR, LLC.		
	52166	HIGH CAPACITY REFUSE/RECYCLING STATION 6/16-7/15 20	1,895.94
	52260	HIGH CAPACITY REFUSE/RECYCLING STATION 6/22-7/21 20	504.00
	TOTAL FOR: BIG BELLY SOLAR, LLC.		2,399.94
18601	BIG BLACK FOOD TRAILER		
	06/20/2024	JUNETEENTH VOLUNTEER MEALS	100.00
	TOTAL FOR: BIG BLACK FOOD TRAILER		100.00
19286	BIOBAG AMERICAS INC.		
	06/07/2024	COMPOSTING PROGRAM SUPPLIES	76.88
	TOTAL FOR: BIOBAG AMERICAS INC.		76.88
13921	BISECTHOSTING		
	06/10/2024	LIBRARY PREMIUM MINECRAFT HOSTING	9.98
	TOTAL FOR: BISECTHOSTING		9.98
16129	BJ'S WHOLESALE CLUB		
	05/29/2024	SENIOR CTR ZOO TRIP SUPPLIES	66.75
	06/05/2024	SENIOR CTR ZOO TRIP SUPPLIES	92.95
	TOTAL FOR: BJ'S WHOLESALE CLUB		159.70
19382	BLAIN'S FARM & FLEET		
	06/21/2024	ANIMAL SHELTER SUPPLIES	83.88
	TOTAL FOR: BLAIN'S FARM & FLEET		83.88
14214	JOHN BLAKE		
	6120	ROSES	20.00
	6121	ROSES	90.00
	6122	ROSES	120.00
	6124	ROSES	70.00
	6125	ROSES	60.00
	TOTAL FOR: JOHN BLAKE		360.00

Vendor Code	Vendor Name	Description	Amount
	Invoice		
18695	BLUE CROSS BLUE SHIELD OF MICHIGAN		
	240606748225	MEDICARE PLUS BLUE PPO JULY 2024	4,433.05
	240606748226	MEDICARE PLUS BLUE PPO JULY 2024	2,953.41
	240606748227	MEDICARE PLUS BLUE PPO JULY 2024	2,458.08
	240606748228	MEDICARE PLUS BLUE PPO JULY 2024	8,487.05
	240606748229	MEDICARE PLUS BLUE PPO JULY 2024	69,326.10
	240606748230	MEDICARE PLUS BLUE PPO JULY 2024	3,868.35
	240606748231	MEDICARE PLUS BLUE PPO JULY 2024	217.85
	240606748232	MEDICARE PLUS BLUE PPO JULY 2024	4,664.65
	240606748233	MEDICARE PLUS BLUE PPO JULY 2024	689.28
	240606748234	MEDICARE PLUS BLUE PPO JULY 2024	909.12
TOTAL FOR: BLUE CROSS BLUE SHIELD OF MICHIGAN			98,006.94
19377	BOBCAT BONNIE'S		
	06/12/2024	NEXTCYCLE ACADEMY MEALS/FOX	19.43
TOTAL FOR: BOBCAT BONNIE'S			19.43
07807	BOOMER CONSTRUCTION MATERIALS		
	1072907-00	CONCRETE SUPPLIES	903.75
TOTAL FOR: BOOMER CONSTRUCTION MATERIALS			903.75
01032	BOUND TREE MEDICAL LLC		
	85269594	FIRE & EMS SUPPLIES	110.40
	85388263	FIRE & EMS SUPPLIES	2,393.74
	85389816	FIRE & EMS SUPPLIES	9.84
TOTAL FOR: BOUND TREE MEDICAL LLC			2,513.98
16328	BOWLERO LANES & LOUNGE		
	06262024	SUMMER DAY CAMP FIELD TRIP	500.00
TOTAL FOR: BOWLERO LANES & LOUNGE			500.00
17172	BOYNE MOUNTAIN LODGING		
	05/31/2024	CREDIT - APWA CONF. PURCHASE/FILIPSKI	(15.90)
TOTAL FOR: BOYNE MOUNTAIN LODGING			(15.90)
16494	BP		
	06/19/2024	MACP SUMMER CONFERENCE FUEL COST	49.00
TOTAL FOR: BP			49.00
RBOND	BRICKWORKS PROPERTY RESTORATION		
	BENG-240052	BD Bond Refund	1,000.00
	BENG-240053	BD Bond Refund	1,000.00
TOTAL FOR: BRICKWORKS PROPERTY RESTORATION			2,000.00
19373	BROWN IRON BREWHOUSE		
	06/19/2024	LIBRARY ADULT PROGRAM BOOK CLUB MEETING MEAL	63.02
TOTAL FOR: BROWN IRON BREWHOUSE			63.02
19387	BROOKE BRZOSKA		
	06/25/2024	JUNETEENTH PHOTOGRAPHY/VIDEOGRAPHY	400.00
TOTAL FOR: BROOKE BRZOSKA			400.00
07483	BUDDYS		
	06/11/2024	CITY COMMISSION MEETING MEALS	345.33
	06/12/2024	CREDIT - REFUND MISSING FOOD COMMISSION MEAL	(30.15)
TOTAL FOR: BUDDYS			315.18

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Invoice			
14021	BUSINESS INFORMATION SYSTEMS, INC		
	06/06/2024	COURT COMPUTER EQUIPMENT LEASE/RENTAL	1,012.12
	06/19/2024	COURT REMOTE SUPPORT RENEWAL CONTRACT	688.00
	06/19/2024	COURT ONSITE SERVICE/SUPPORT RENEW CONTRACT	2,078.00
	TOTAL FOR: BUSINESS INFORMATION SYSTEMS, INC		3,778.12
18370	MATTHEW BUTLER		
	06192024	INTERPRETER SERVICE, MILEAGE	537.10
	TOTAL FOR: MATTHEW BUTLER		537.10
03586	C & G NEWSPAPERS		
	0020412-IN	FARMERS MKT 1/3 - WT	298.00
	TOTAL FOR: C & G NEWSPAPERS		298.00
00203	CABLE ACCESS MANAGEMENT CO		
	JUNE 2024	VIDEO BROADCASTING WROK JUNE 2024	7,500.00
	TOTAL FOR: CABLE ACCESS MANAGEMENT CO		7,500.00
18999	CHAT GPT		
	06/12/2024	HR CHATGPT SUBSCRIPTION	20.00
	TOTAL FOR: CHAT GPT		20.00
18542	CHIPOTLE		
	06/25/2024	FBI LEEDA CONFERENCE MEALS	11.52
	TOTAL FOR: CHIPOTLE		11.52
06649	CINTAS CORPORATION LOC 031		
	4193623604	COURT MAT CLEANING	62.75
	4195014152	COURT MAT CLEANING	62.75
	4195724469	COURT MAT CLEANING	62.75
	4196171369	DPS MAT CLEANING	205.89
	4196677502	SENIOR CTR MAT CLEANING	27.76
	4197449598	SENIOR CTR MAT CLEANING	27.76
	5216804810	P&F SAFETY CLOTHING & GEAR	73.20
	5216804884	P&F SAFETY CLOTHING & GEAR	176.80
	5217765223	FIRST AID SUPPLIES DPS	626.03
	TOTAL FOR: CINTAS CORPORATION LOC 031		1,325.69
16749	CITY OF BERKLEY		
	23BE06616	MIDC COUNSEL DISCOVERY REIMBURSEMENT	350.00
	24BE00821A	MIDC COUNSEL DISCOVERY REIMBURSEMENT	300.00
	24BE01004A	MIDC COUNSEL DISCOVERY REIMBURSEMENT	225.00
	24BE01450	MIDC COUNSEL DISCOVERY REIMBURSEMENT	350.00
	TOTAL FOR: CITY OF BERKLEY		1,225.00
09477	COMCAST		
	05/29/2024	1600 N CAMPBELL RD	343.30
	05/30/2024	1403 LEXINGTON BLVD	316.57
	05/30/2024	514 S LAFAYETTE	119.90
	05/30/2024	514 S LAFAYETTE	166.76
	06/03/2024	212 S CENTER ST	231.81
	06/10/2024	300 S LAFAYETTE	168.02
	06/10/2024	31000 WOODWARD	228.63
	06/16/2024	110 E 11 MILE	161.03
	06/16/2024	398 W 6TH ST UNIT KIOSK	201.31
	06/17/2024	1515 N EDGEWORTH AVE	195.13
	06/21/2024	110 E 3RD ST TRLR	201.31
	06/24/2024	203 S TROY ST	303.01
	06/25/2024	1545 E LINCOLN AVE	163.06
	06/25/2024	110 E 5TH ST	201.31
	TOTAL FOR: COMCAST		3,001.15

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15743	CONNECTED SIGN		
	10766	LIBRARY ANNUAL RENEWAL FWI DIGITAL SIGNAGE SOFTWARE	1,362.50
TOTAL FOR: CONNECTED SIGN			1,362.50
00307	CONSUMERS ENERGY		
	0023 07/24	400 E 11 MILE	152.77
	0034 07/24	212 S CENTER ST	18.39
	1179 07/24	110 E 11 MILE	26.25
	3355 07/24	3123 N MAIN ST	27.95
	6309 07/24	31000 WOODWARD	74.17
	7034 07/24	1600 N CAMPBELL RD	272.20
	7067 07/24	3500 MARAIS AVE	425.42
	7083 07/24	1608 N CAMPBELL RD	28.75
	7109 07/24	1403 LEXINGTON BLVD	2,027.32
	7364 07/24	316 E 11 MILE	309.02
	7380 07/24	1515 N EDGEWORTH AVE	70.98
	7526 07/24	222 E 11 MILE	1,440.10
	8631 07/24	450 E 11 MILE	953.53
	9076 07/24	203 S TROY ST	216.82
	9946 07/24	215 E 6TH ST	353.74
	9995 07/24	3128 ROCHESTER RD	85.32
TOTAL FOR: CONSUMERS ENERGY			6,482.73
00310	CONTRACTOR'S CLOTHING CO		
	06/18/2024	FIRE UNIFORMS	509.53
	7-121591	UNIFORMS	190.22
	7-121713	UNIFORMS	53.99
	7-121749	UNIFORMS	300.00
	7-121792	UNIFORMS	42.27
	7-121804	UNIFORMS	1.27
	7-121805	UNIFORMS	78.56
	7-121830	UNIFORMS	164.67
	7-121832	UNIFORMS	300.00
	7-121837	UNIFORMS	228.01
	7-121839	UNIFORMS	246.01
TOTAL FOR: CONTRACTOR'S CLOTHING CO			2,114.53
00311	CONTRACTORS CONNECTION INC		
	7185426	OPERATING SUPPLIES	246.20
TOTAL FOR: CONTRACTORS CONNECTION INC			246.20
08667	CONVERGENT TECHNOLOGY PARTNERS		
	18659	MI-DEAL PRICING FOR PROJECT MANAGEMENT/NETWORK ENGI	2,002.50
TOTAL FOR: CONVERGENT TECHNOLOGY PARTNERS			2,002.50
19389	COOL THREADS EMBROIDERY		
	16556	FIRE DEPT SCREEN PRINT TSHIRTS	875.25
TOTAL FOR: COOL THREADS EMBROIDERY			875.25
14414	CORE & MAIN		
	V042576	CURB STOPS & BOXES	4,375.00
TOTAL FOR: CORE & MAIN			4,375.00
00316	COSTCO WHOLESALE		
	06/19/2024	ANIMAL SHELTER SHOP CARD	500.00
TOTAL FOR: COSTCO WHOLESALE			500.00
04504	COUGAR CONTRACTING INC		
	26675	HOLE SAWING 715 N MAIN ST	830.00
TOTAL FOR: COUGAR CONTRACTING INC			830.00

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19185	COUNTRY OAKS LANDSCAPING 06/07/2024	COMPOSTING PROGRAM	216.25
	TOTAL FOR: COUNTRY OAKS LANDSCAPING		216.25
17519	CPS HR CONSULTING TR-INV004490	CIVIL SERVICE EXAMINATIONS	515.00
	TOTAL FOR: CPS HR CONSULTING		515.00
04753	CRAIN'S DETROIT BUSINESS 06/13/2024	ONE-YR PRINT/ONLINE SUBSCRIPTION MANAGER	189.00
	TOTAL FOR: CRAIN'S DETROIT BUSINESS		189.00
00324	CRANDALL-WORTHINGTON INC 06/05/2024	SENIOR CTR CLEANING SUPPLIES	28.34
	TOTAL FOR: CRANDALL-WORTHINGTON INC		28.34
19379	CRAZYNEON 06/23/2024	FARMERS MKT KAL'S CAF SIGNAGE	193.54
	TOTAL FOR: CRAZYNEON		193.54
18625	CRUCIAL LEARNING/VITAL SMARTS 06/12/2024	ONLINE TRAINING REGISTRATION/SCHWANGER	350.00
	06/18/2024	ONLINE TRAINING REGISTRATION/MARTIN	350.00
	TOTAL FOR: CRUCIAL LEARNING/VITAL SMARTS		700.00
02711	CRYSTAL MOUNTAIN RESORT 06/20/2024	COURT CONF LODGING	321.31
	TOTAL FOR: CRYSTAL MOUNTAIN RESORT		321.31
06945	CVS PHARMACY 06/11/2024	CLERK OFFICE SUPPLIES	23.58
	TOTAL FOR: CVS PHARMACY		23.58
RBOND	DAGHER SIGNS & GRAPHICS BB46199	BD Bond Refund	200.00
	TOTAL FOR: DAGHER SIGNS & GRAPHICS		200.00
07421	NOREEN DALY ND29605-SPRING	GENTLE YOGA CLASSES	1,881.60
	TOTAL FOR: NOREEN DALY		1,881.60
17429	D'ANGELO BROTHERS INC. 101524-03	LEAD WATER LINE REPAIRS	1,690.98
	TOTAL FOR: D'ANGELO BROTHERS INC.		1,690.98
08229	FRANK DAWLEY 2023-24	BOOT ALLOWANCE	250.00
	TOTAL FOR: FRANK DAWLEY		250.00
06483	TONY DE CAMP 06282024	REIMBURSE GFOA ANNUAL CONFERENCE EXPENSES	1,345.71
	TOTAL FOR: TONY DE CAMP		1,345.71
09031	DELTA AIRLINES 06/06/2024	LEAP CONFERENCE TRAVEL/VAN DE LAAR	325.00
	TOTAL FOR: DELTA AIRLINES		325.00

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19084	THE DENT SHOP 1248	UNIT 807 REPAIRS CLAIM #2302266	5,535.29
	TOTAL FOR: THE DENT SHOP		5,535.29
04259	DETROIT FREE PRESS 06/06/2024	COURT SUBSCRIPTION	24.00
	TOTAL FOR: DETROIT FREE PRESS		24.00
04389	DETROIT SYMPHONY ORCHESTRA 06/06/2024	SENIOR CTR DAY TRIP JUNE 21	487.20
	TOTAL FOR: DETROIT SYMPHONY ORCHESTRA		487.20
04073	DETROIT ZOOLOGICAL SOCIETY 06/27/2024	SUMMER DAY CAMP FIELD TRIP	710.00
	TOTAL FOR: DETROIT ZOOLOGICAL SOCIETY		710.00
04835	DEWOLF AND ASSOCIATES 2954	POLICE FIRST LINE SUPERVISION TRAINING/PARAMO, BUCK	1,785.00
	TOTAL FOR: DEWOLF AND ASSOCIATES		1,785.00
19381	DIBELLA'S SUBS 06/25/2024	FBI LEEDA CONFERENCE MEALS	12.97
	TOTAL FOR: DIBELLA'S SUBS		12.97
19388	DIVERSE BRANDING 06/20/2024	JUNETEENTH VOLUNTEER MEALS	130.00
	TOTAL FOR: DIVERSE BRANDING		130.00
18626	DOCKSIDE TORCH LAKE 06/20/2024	MACP SUMMER CONFERENCE MEALS/MOORE	42.49
	TOTAL FOR: DOCKSIDE TORCH LAKE		42.49
15153	DOGGIE SCOOPS 46421	JUNE 2024 PET WASTE REMOVAL, BAGS TWAIN PARK	670.00
	TOTAL FOR: DOGGIE SCOOPS		670.00
12046	DOLLAR TREE, INC 05/31/2024	SENIOR CTR PACE PROGRAM SUPPLIES	11.25
	TOTAL FOR: DOLLAR TREE, INC		11.25
RBOND	DRAKE BLU CONTRACTING LLC BB45825 BPP34978	BD Bond Refund BD Bond Refund	1,000.00 31,250.00
	TOTAL FOR: DRAKE BLU CONTRACTING LLC		32,250.00
00420	DSS CORPORATION 52273	DOCUMENT IMAGING MANAGEMENT SERVICES 6/15-7/14 2024	2,000.00
	TOTAL FOR: DSS CORPORATION		2,000.00

Vendor Code	Vendor Name	Description	Amount
Invoice			
00380	DTE ENERGY		
05691 07/24	212 S CENTER ST BLDG PKLOT		3,693.64
05875 07/24	1700 CAMPBELL RD N		90.26
21975 07/24	203 S TROY ST RINK		17.63
31945 07/24	204 S TROY ST		204.63
46770 07/24	803 S MAIN ST # PARKING		38.73
49862 07/24	1600 N CAMPBELL RD (SHEDS)		46.22
52193 07/24	422 E 11 MILE		49.51
52482 07/24	4580 N CAMPBELL		21.42
52623 07/24	502 S MAIN ST BLDG POLE		81.54
53217 07/24	902 CATALPA DR		23.40
54744 07/24	3588 W 13 MILE		85.16
54983 07/24	3195 W 13 MILE		50.94
55105 07/24	316 E 11 MILE		2,259.07
55360 07/24	4036 W 13 MILE		79.20
55634 07/24	4130 W 13 MILE		84.70
62723 07/24	3123 N MAIN ST		38.79
64188 07/24	119 N MAIN ST # PK EQUIP		52.83
65417 07/24	4250 DELEMERE BLVD NORMANDY OAKS PARK		778.35
68330 07/24	3128 ROCHESTER RD FL 1		1,898.05
68488 07/24	1515 N EDGEWORTH AVE		113.68
69098 07/24	222 S CENTER ST		2,656.47
7339 07/24	4309 COOLIDGE		186.78
7379 07/24	1403 LEXINGTON BLVD		12,076.89
80387 07/24	203 S TROY ST		5,494.07
82725 07/24	232 S CENTER ST EAGLE PLAZ		43.23
8341 07/24	1298 N CAMPBELL RD		68.68
8390 07/24	2300 W 14 MILE		145.05
84761 07/24	450 E 11 MILE		9,267.83
9078 07/24	222 E 11 MILE		7,190.14
	TOTAL FOR: DTE ENERGY		46,836.89
00421	DU-ALL INC.		
893880	OPERATING, OFFICE SUPPLIES ENGINEERING		144.20
	TOTAL FOR: DU-ALL INC.		144.20
16058	FRANK DUFFNER		
2023-24	BOOT ALLOWANCE		250.00
	TOTAL FOR: FRANK DUFFNER		250.00
19337	PRISCILLA DUNLAP		
6315	ROSES		90.00
6321	ROSES		30.00
	TOTAL FOR: PRISCILLA DUNLAP		120.00
19353	EB POWER CONNECTIONS		
06/05/2024	REAL ESTATE CONFERENCE REGISTRATION/WROBEL		530.05
	TOTAL FOR: EB POWER CONNECTIONS		530.05
16179	EFFECTV		
CC315803	COMMERCIAL ADS APRIL		583.75
CC315805	COMMERCIAL ADS APRIL		632.50
CC317938	COMMERCIAL ADS APRIL		2,500.00
CC317939	COMMERCIAL ADS APRIL		2,500.00
CC317940	MARCH MADNESS TV AD		1,194.00
CC317941	NFL DRAFT TV ADS		759.00
CC323026	COMMERCIAL ADS MAY		2,500.00
CC323027	COMMERCIAL ADS MAY		2,500.00
CC323028	COMMERCIAL ADS MAY		2,451.25
CC323029	COMMERCIAL ADS MAY		2,440.25
	TOTAL FOR: EFFECTV		18,060.75

Vendor Code	Vendor Name	Description	Amount
	Invoice		
12926	EGANIX, INC 20678	MICRO TAB FOR GREASE IN CBD SEWERS	8,080.00
	TOTAL FOR: EGANIX, INC		8,080.00
00447	ELEVATOR TECHNOLOGY INC 24-114176	ELEVATOR REPAIR & MAINTENANCE PARKING	110.00
	TOTAL FOR: ELEVATOR TECHNOLOGY INC		110.00
08266	EMAGINE ROYAL OAK & 06/27/2024	SUMMER DAY CAMP FIELD TRIP	518.00
	TOTAL FOR: EMAGINE ROYAL OAK &		518.00
05409	EQUIPMENT DISTRIBUTORS 48147	LIFT MAINTANENCE & REPAIR	6,565.40
	TOTAL FOR: EQUIPMENT DISTRIBUTORS		6,565.40
06651	CINDY ERLANDSON CE29606-SPRING	SR CTR EXERCISE CLASSES	1,668.80
	TOTAL FOR: CINDY ERLANDSON		1,668.80
07636	FRANK EVERINGHAM 06282024	ELECTRICAL INSPECTOR 6/18-28 2024	2,070.00
	TOTAL FOR: FRANK EVERINGHAM		2,070.00
15534	FAIRFIELD INN AND SUITES 06/09/2024	CONFERENCE LODGING/FINNEY	226.84
	TOTAL FOR: FAIRFIELD INN AND SUITES		226.84
03780	FDM CONTRACTING INC CAP2310 PE10	2023 WATER MAIN IMPROVEMENTS FY END	8,901.94
	TOTAL FOR: FDM CONTRACTING INC		8,901.94
00480	FEDERAL EXPRESS CORP 06/09/2024 06/20/2024	MANAGER'S OFFICE SHIPPING COST JUNETEENTH SIGN LAMINATION	22.00 31.74
	TOTAL FOR: FEDERAL EXPRESS CORP		53.74
00486	FIRE DEFENSE EQUIPMENT CO INC 010817 010819	FIRE 1 ANNUAL EXTINGUISHER INSPECTION FIRE 2 ANNUAL EXTINGUISHER INSPECTION	425.48 141.77
	TOTAL FOR: FIRE DEFENSE EQUIPMENT CO INC		567.25
06960	FIRST CHOICE SERVICES 003670 003671 003672 003806 004471 984402	COFFEE SERVICES POLICE COFFEE SERVICES CITY HALL COFFEE SERVICES FIRE 1 COFFEE SERVICES LIBRARY COFFEE SERVICES FIRE 1 COURT JUNE WATER COOLER/ICE SANITIZER, EVERPURE FIL	483.53 806.56 259.41 371.15 58.96 423.66
	TOTAL FOR: FIRST CHOICE SERVICES		2,403.27
14022	FLEIS & VANDENBRINK 69922 69981 70017	CDBG FUNDED ENG SERVICES HUDSON PARK 2022-23 HSIP PEDESTRIAL SIGNALS PROJECT 2024 ROAD RECONSTRUCTION IMPROVEMENTS	4,034.32 1,250.00 56,210.62
	TOTAL FOR: FLEIS & VANDENBRINK		61,494.94

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RBOND	FRAME AND ALL		
	BB46038	BD Bond Refund	1,250.00
TOTAL FOR: FRAME AND ALL			1,250.00
00507	FRENTZ AND SONS HARDWARE CO		
	B46741	DISC. SUPPLIES ARBORETUM	124.18
	H422181	DISC. SUPPLIES SEWER DEPT VAN	43.96
	H423041	DISC. SUPPLIES EXTRA CORDS FOR RO LIVE	65.94
	N3566	DISC. SUPPLIES FIRE & EMS	13.20
	P4354	DISC. SUPPLIES PARKING DEPT BUILDING REPAIR	62.37
	P4366	DISC. SUPPLIES PARKING DEPT BUILDING REPAIR	28.96
	P4469	DISC. SUPPLIES PARKING DEPT	99.50
	P4472	DISC. SUPPLIES PARKING DEPT	24.80
	P4538	DISC. SUPPLIES PARKING DEPT BUILDING REPAIR	125.04
	P4642	DISC. SUPPLIES ANIMAL SHELTER	39.49
TOTAL FOR: FRENTZ AND SONS HARDWARE CO			627.44
19355	FRONTIER AIRLINES		
	06/03/2024	LEAP CONFERENCE TRAVEL/VAN DE LAAR	158.98
	06/04/2024	LEAP CONFERENCE TRAVEL/VAN DE LAAR	69.00
TOTAL FOR: FRONTIER AIRLINES			227.98
10677	FRONTSTREAM GIFTWORKS		
	06/09/2024	LIBRARY GIFTWORKS STANDARD ANNUAL	90.00
TOTAL FOR: FRONTSTREAM GIFTWORKS			90.00
05461	GALE/CENGAGE LEARNING		
	84545120	BOOKS	83.22
	84545557	BOOKS	53.98
	84545912	BOOKS	53.98
TOTAL FOR: GALE/CENGAGE LEARNING			191.18
RBOND	GALLUCCI, ANDREA M		
	BB46226	BD Bond Refund	625.00
TOTAL FOR: GALLUCCI, ANDREA M			625.00
08869	ANDREW GELLASCH		
	2023-24	BOOT ALLOWANCE	241.32
TOTAL FOR: ANDREW GELLASCH			241.32
04307	GENERAL CODE		
	PG000036854	CLERK/CODE ANALYSIS, COMPOSITION, DUPLICATION, FINI	4,699.00
TOTAL FOR: GENERAL CODE			4,699.00
19345	GEOSPATIAL TRAINING SERVICES		
	06/09/2024	ENGINEERING TRAINING/GRANT	679.00
TOTAL FOR: GEOSPATIAL TRAINING SERVICES			679.00
18783	EMILY GERACI		
	06182024	REIMBURSE MILEAGE, PARKING SOBRIETY COURT CONFERENCE	129.88
TOTAL FOR: EMILY GERACI			129.88

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Vendor Code	Vendor Name	Description	Amount
Invoice			
00538	GORDON FOOD SERVICE		
	05/30/2024	SENIOR CTR TIM'S KITCHEN SUPPLIES	45.93
	06/02/2024	SENIOR CTR TIM'S KITCHEN SUPPLIES	42.93
	06/02/2024	SENIOR CTR TIM'S KITCHEN SUPPLIES	118.91
	06/09/2024	SENIOR CTR TIM'S KITCHEN SUPPLIES	59.63
	06/14/2024	SENIOR CTR TIM'S KITCHEN SUPPLIES	38.54
	06/16/2024	SENIOR CTR TIM'S KITCHEN SUPPLIES	61.94
	06/26/2024	SENIOR CTR TIM'S KITCHEN SUPPLIES	136.31
TOTAL FOR: GORDON FOOD SERVICE			504.19
00541	GRAINGER		
	9139738356	VEHICLE REPAIR & MAINTENANCE PARTS	480.92
	9143806280	OPERATING SUPPLIES	53.13
TOTAL FOR: GRAINGER			534.05
04037	GRAND HOTEL		
	06/23/2024	CONFERENCE LODGING/BARKMAN	613.37
	06/25/2024	2024 MML CONVENTION LODGING DEPOSIT/KOLO	730.07
	06/25/2024	2024 MML CONVENTION LODGING DEPOSIT/HERZOG	730.07
	06/25/2024	2024 MML CONVENTION LODGING DEPOSIT/MACEY	730.07
	06/26/2024	2024 MML CONVENTION LODGING DEPOSIT/CHEEZUM	730.07
	06/26/2024	2024 MML CONVENTION LODGING DEPOSIT/HUNT	730.07
TOTAL FOR: GRAND HOTEL			4,263.72
06198	GRAND TRAVERSE RESORT & SPA		
	06/21/2024	MAMC CONFERENCE MEALS/HALAS	12.93
	06/23/2024	MAMC CONFERENCE LODGING/HALAS	803.80
	06/23/2024	MAMC CONFERENCE MEALS/HALAS	17.84
TOTAL FOR: GRAND TRAVERSE RESORT & SPA			834.57
00029	GREAT LAKES ACE HARDWARE		
	06/20/2024	JUNETEENTH SUPPLIES	27.72
TOTAL FOR: GREAT LAKES ACE HARDWARE			27.72
13084	GREAT LAKES WATER AUTHORITY		
	300-1311-S 05/24	IWC - MAY 2024	14,041.30
TOTAL FOR: GREAT LAKES WATER AUTHORITY			14,041.30
15489	GREENCO SERVICES		
	2920 6/27/24	LBP CLEARANCE EXAMS	250.00
TOTAL FOR: GREENCO SERVICES			250.00
18511	MARLISA GUNTHER		
	06282024	REIMBURSE SHRM CONFERENCE MILEAGE, PARKING	578.26
TOTAL FOR: MARLISA GUNTHER			578.26
07740	MELANIE HALAS		
	HALAS 31892	REIMBURSE MAMC CONFERENCE MILEAGE	318.92
TOTAL FOR: MELANIE HALAS			318.92
08384	HALLAHAN & ASSOCIATES PC		
	21749	CONTRACTED LEGAL SERVICES FOR MTT THRU JUNE 30 2024	925.34
TOTAL FOR: HALLAHAN & ASSOCIATES PC			925.34
17613	HAMPSHIRE FARMS		
	06222024	EBT/SNAP REIMBURSEMENT FARMERS MKT VENDOR	204.00
TOTAL FOR: HAMPSHIRE FARMS			204.00

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14136	HART INTERCIVIC, INC 097830	ELECTION MACHINE WORK	2,700.00
	TOTAL FOR: HART INTERCIVIC, INC		2,700.00
05293	HASTINGS AIR ENERGY CONTROL PS-I0005582	FIRE 1 EQUIPMENT REPAIR & MAINTENANCE SUPPLIES	425.92
	TOTAL FOR: HASTINGS AIR ENERGY CONTROL		425.92
00567	HD EDWARDS & CO 144687	OPERATING SUPPLIES	159.15
	TOTAL FOR: HD EDWARDS & CO		159.15
19074	HEALTHCHOICE OF MICHIGAN AUGUST 2024	PT MEDICAL BENEFITS	1,351.78
	TOTAL FOR: HEALTHCHOICE OF MICHIGAN		1,351.78
19384	TONI HENDERSON SUMMER 2024	LOW IMPACT FITNESS CLASS	38.40
	TOTAL FOR: TONI HENDERSON		38.40
16199	HENRY FORD HEALTH SYSTEM 98814-060924	MEDICAL SERVICES	1,107.00
	TOTAL FOR: HENRY FORD HEALTH SYSTEM		1,107.00
02660	HERSCH'S INC 451817	SOD, SEED, & TOP SOIL	195.00
	TOTAL FOR: HERSCHE'S INC		195.00
04562	HIGHEST HONOR INC 06/02/2024	WOLLENWEBER NAME PLATE	12.00
	TOTAL FOR: HIGHEST HONOR INC		12.00
RBOND	HILLAN HOMES INC BB45804	BD Bond Refund	750.00
	TOTAL FOR: HILLAN HOMES INC		750.00
17041	HILTON 06/14/2024	CREDIT - REFUND GFOA CONF LODGING CHARGE	(271.13)
	TOTAL FOR: HILTON		(271.13)
13701	HIPPIES PIZZA 06/12/2024	COMMISSION MEAL	29.48
	TOTAL FOR: HIPPIES PIZZA		29.48
00598	HOLLYWOOD SUPERMARKETS 06/12/2024	COMMISSION MEAL	50.51
	TOTAL FOR: HOLLYWOOD SUPERMARKETS		50.51

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Vendor Code	Vendor Name	Description	Amount
	Invoice		
00599	HOME DEPOT		
	05/31/2024	P&F OPERATING SUPPLIES	435.96
	06/02/2024	TOOLS & HARDWARE	253.98
	06/04/2024	FIRE & EMS SUPPLIES	312.22
	06/06/2024	DPS OPERATING SUPPLIES	53.88
	06/07/2024	GOLF COURSE SUPPLIES	126.41
	06/09/2024	WATER DEPT. SUPPLIES	123.08
	06/13/2024	P&F OPERATING SUPPLIES	34.50
	06/16/2024	P&F OPERATING SUPPLIES	48.45
	06/16/2024	P&F OPERATING SUPPLIES	65.22
	06/23/2024	P&F OPERATING SUPPLIES	19.80
	06/23/2024	FIRE & EMS SUPPLIES	55.96
	06/25/2024	FIRE DEPT FLOORING	2,184.00
	33884	MISC WATER & SEWER REPAIR & MAINT PARTS	83.53
	33893	MISC WATER & SEWER REPAIR & MAINT PARTS	38.92
	7013778	PARKING DEPT CLEANING SUPPLIES	107.92
			<hr/>
	TOTAL FOR: HOME DEPOT		3,943.83
RBOND	HOMESTEAD CONSTRUCTION COMPANY		
	BENG-220388	BD Bond Refund	5,000.00
			<hr/>
	TOTAL FOR: HOMESTEAD CONSTRUCTION COMPANY		5,000.00
11946	HOTELS.COM		
	06/06/2024	LEAP CONFERENCE LODGING/VAN DE LAAR	157.68
			<hr/>
	TOTAL FOR: HOTELS.COM		157.68
00603	HOWIE GLASS COMPANY		
	19095	GLASS REPLACEMENT SENIOR CTR	584.96
			<hr/>
	TOTAL FOR: HOWIE GLASS COMPANY		584.96
19396	MONICA HUNT		
	06252024	REIMBURSE JUNETEENTH SUPPLIES	84.07
			<hr/>
	TOTAL FOR: MONICA HUNT		84.07
15681	HYATT HOTELS		
	06/09/2024	LEAP CONFERENCE SNACKS/VAN DE LAAR	1.51
			<hr/>
	TOTAL FOR: HYATT HOTELS		1.51
02776	ICCA		
	06252024	1ST QTR 2024 PEG FEES (COMCAST/WOW/DIRECT TV-AT&T)	17,570.82
			<hr/>
	TOTAL FOR: ICCA		17,570.82
05063	ICMA		
	06/14/2024	ICMA ONLINE	1,408.00
			<hr/>
	TOTAL FOR: ICMA		1,408.00
18776	ICSC		
	06/20/2024	MEMBERSHIP/WROBEL	125.00
			<hr/>
	TOTAL FOR: ICSC		125.00
13639	IEDC		
	06/12/2024	MEMBERSHIP/WROBEL	100.00
			<hr/>
	TOTAL FOR: IEDC		100.00
18258	IHEART MEDIA		
	8821406562	STREAMING RADIO ADS MAY	4,615.40
			<hr/>
	TOTAL FOR: IHEART MEDIA		4,615.40

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	Invoice		
11033	IMPRESSION CENTER CO., INC.		
	31613	DPS TSHIRTS	540.00
	TOTAL FOR: IMPRESSION CENTER CO., INC.		540.00
15802	INGRAM LIBRARY SERVICES		
	82350396	BOOKS	1,423.10
	82356222	BOOKS	434.20
	82356223	BOOKS	263.27
	82370228	BOOKS	472.42
	82370229	BOOKS	641.01
	82370230	BOOKS	249.20
	82370231	BOOKS	990.15
	82386323	BOOKS	201.35
	82451107	BOOKS	791.65
	82451108	BOOKS	265.31
	82458641	BOOKS	983.58
	TOTAL FOR: INGRAM LIBRARY SERVICES		6,715.24
13483	INTEGRITY BUSINESS SOLUTIONS		
	2589163-0	PAPER FOR MOTOR POOL	223.96
	TOTAL FOR: INTEGRITY BUSINESS SOLUTIONS		223.96
19359	INTELLIGENT CITIES		
	05/31/2024	JUNE CONFERENCE REGISTRATION/WROBEL	644.09
	TOTAL FOR: INTELLIGENT CITIES		644.09
14808	INTERIOR ENVIRONMENTS		
	17346	BUILDING DEPT OFFICE FURNITURE BALANCE PAYMENT	1,744.50
	TOTAL FOR: INTERIOR ENVIRONMENTS		1,744.50
RBOND	ITALY AMERICAN CONSTRUCTION CO INC		
	BB46204	BD Bond Refund	625.00
	TOTAL FOR: ITALY AMERICAN CONSTRUCTION CO INC		625.00
RBOND	JAMES HENRY WATTS		
	00265197	BD Payment Refund	150.00
	TOTAL FOR: JAMES HENRY WATTS		150.00
12796	ANDREA JANSSEN		
	SUMMER 2024	COOKING CLASSES	126.00
	TOTAL FOR: ANDREA JANSSEN		126.00
00664	JAX KAR WASH INC		
	MAY 2024	VEHICLE WASHES	888.00
	TOTAL FOR: JAX KAR WASH INC		888.00
03979	JAY'S SEPTIC TANK SERVICE		
	I156412	HAND SANITIZER 1403 LEXINGTON BLVD 6/14-7/11 2024	280.00
	I157264	HAND SANITIZER 1600 N CAMPBELL RD 6/24-7/21 2024	339.00
	I157469	HAND SANITIZER 617 E HUDSON AVE 6/25-7/22 2024	140.00
	TOTAL FOR: JAY'S SEPTIC TANK SERVICE		759.00
17298	JCR SUPPLY INC		
	181229	MISC WATER & SEWER REPAIR & MAINT PARTS	362.03
	TOTAL FOR: JCR SUPPLY INC		362.03
01915	JH HART URBAN FORESTRY		
	103990	TREE TRIMMING, REMOVAL & FORESTRY ISSUES 6/3-8 2024	14,142.99
	104148	TREE TRIMMING, REMOVAL & FORESTRY ISSUES 6/10-15 20	14,465.85
	TOTAL FOR: JH HART URBAN FORESTRY		28,608.84

Vendor Code	Vendor Name	Description	Amount
	Invoice		
07315	JIMMY JOHN'S		
	06/25/2024	FBI LEEDA CONFERENCE MEALS	13.75
	06/27/2024	FBI LEEDA CONFERENCE MEALS	13.02
	TOTAL FOR: JIMMY JOHN'S		26.77
06039	JM DESIGN & PRINTING SERVICES LLC		
	2112	RO VITAL RECORDS	2,486.07
	TOTAL FOR: JM DESIGN & PRINTING SERVICES LLC		2,486.07
00680	JOE'S AUTO PARTS INC		
	155929	VEHICLE REPAIR & MAINTENANCE PARTS	659.84
	156123	VEHICLE BATTERIES	511.58
	156169	VEHICLE REPAIR & MAINTENANCE PARTS	88.38
	156358	VEHICLE REPAIR & MAINTENANCE PARTS	6.59
	156609	CREDIT - VEHICLE REPAIR & MAINTENANCE PARTS	(88.38)
	156822	VEHICLE REPAIR & MAINTENANCE PARTS	13.18
	156988	VEHICLE REPAIR & MAINTENANCE PARTS	149.95
	157283	VEHICLE REPAIR & MAINTENANCE PARTS	7.89
	157601	VEHICLE REPAIR & MAINTENANCE PARTS	6.59
	157603	VEHICLE REPAIR & MAINTENANCE PARTS	13.18
	158478	VEHICLE REPAIR & MAINTENANCE PARTS	19.89
	158907	VEHICLE REPAIR & MAINTENANCE PARTS	1,479.82
	TOTAL FOR: JOE'S AUTO PARTS INC		2,868.51
10526	JOHNSON & WOOD LLC		
	35281	HEATING/COOLING REPAIRS FIRE 1	1,799.40
	TOTAL FOR: JOHNSON & WOOD LLC		1,799.40
19392	JPW TECHNOLOGIES		
	102121	WATER SERVICE PARTS	886.12
	TOTAL FOR: JPW TECHNOLOGIES		886.12
15974	JUSTIFACTS CREDENTIAL VERIFICATION		
	387461	CREDENTIALS VERIFICATION	138.19
	TOTAL FOR: JUSTIFACTS CREDENTIAL VERIFICATION		138.19
07719	LYNNE KALEITA		
	5425	ROSES	60.00
	6224	ROSES	45.00
	6225	ROSES	45.00
	6226	ROSES	52.50
	TOTAL FOR: LYNNE KALEITA		202.50
18610	PETER KALINOWSKI		
	06302024	HOCKEY REFEREE	164.00
	TOTAL FOR: PETER KALINOWSKI		164.00
17487	KAL'S LUNCH BOWL		
	06/21/2024	JUNETEENTH VOLUNTEER MEALS	95.00
	TOTAL FOR: KAL'S LUNCH BOWL		95.00
RBOND	KBJ GROUP LLC		
	BB45849	BD Bond Refund	750.00
	TOTAL FOR: KBJ GROUP LLC		750.00
15444	KENT COMMUNICATIONS		
	336279	AUG PRIMARY BALLOT RETURN ENVELOPES	817.30
	TOTAL FOR: KENT COMMUNICATIONS		817.30

Vendor Code	Vendor Name Invoice	Description	Amount
03704	MIKE KINASZ 06302024	HOCKEY REFEREE SCHEDULING FEE	50.00
	TOTAL FOR: MIKE KINASZ		50.00
00112	THE KITCHEN INC 817017	PRISONER MEALS	282.42
	TOTAL FOR: THE KITCHEN INC		282.42
09338	KROGER INC 05/30/2024 06/04/2024 06/09/2024 06/12/2024 06/19/2024 06/23/2024 06/27/2024	SENIOR CTR TIM'S KITCHEN SUPPLIES SENIOR CTR TIM'S KITCHEN SUPPLIES	90.56 115.57 200.33 137.97 84.11 100.69 90.68
	TOTAL FOR: KROGER INC		819.91
10565	BRIAN KUCEL KUCEL 2001	REIMBURSE MACP CONFERENCE FUEL	20.01
	TOTAL FOR: BRIAN KUCEL		20.01
14822	L. ANTHONY INC CAP2402 PE2	2024 SIDEWALK IMPROVEMENT PROGRAM FY END	129,738.15
	TOTAL FOR: L. ANTHONY INC		129,738.15
RBOND	LECLAIR, CHRISTIAN J BB46194	BD Bond Refund	625.00
	TOTAL FOR: LECLAIR, CHRISTIAN J		625.00
RBOND	Lee Machinery Movers Inc BENG-240091	BD Bond Refund	2,000.00
	TOTAL FOR: Lee Machinery Movers Inc		2,000.00
00751	THE LIBRARY NETWORK 74138	CIRCUIT & INTERNET SPEED, SHARED FIBER COST APR-JUN	1,733.72
	TOTAL FOR: THE LIBRARY NETWORK		1,733.72
00754	LIGHTING SUPPLY COMPANY LS24017547	LIGHTING SUPPLIES	25.60
	TOTAL FOR: LIGHTING SUPPLY COMPANY		25.60
17355	LINDE GAS & EQUIPMENT INC. 43594312	DPS OPERATING SUPPLIES	645.75
	TOTAL FOR: LINDE GAS & EQUIPMENT INC.		645.75
17177	LINKTREE 06/03/2024	LIBRARY PRO ANNUAL SUBSCRIPTION	90.00
	TOTAL FOR: LINKTREE		90.00
19397	LITURGICALL PUBLICATIONS, INC. 028799	SENIOR CTR EXTRA NEWSLETTER PAGES	169.66
	TOTAL FOR: LITURGICALL PUBLICATIONS, INC.		169.66
04713	MACEO 06/07/2024	BUILDING DEPT TRAINING/SAWYER	80.00
	TOTAL FOR: MACEO		80.00

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18082	MACOMB DAILY		
	06/11/2024	COURT SUBSCRIPTION	17.60
	06/18/2024	COURT SUBSCRIPTION	17.60
	TOTAL FOR: MACOMB DAILY		35.20
17891	MACOMB TESTING SERVICES		
	05/29/2024	SPLASH PAD WATER TESTS	309.00
	TOTAL FOR: MACOMB TESTING SERVICES		309.00
16219	MARATHON PETROLEUM		
	05/30/2024	POLICE FUEL COST	58.67
	TOTAL FOR: MARATHON PETROLEUM		58.67
19374	MARINER INSTITUTIONAL, LLC		
	48499	APR-MAY-JUN 2024 CONSULTING SERVICES/PERFORMANCE EV.	32,500.00
	TOTAL FOR: MARINER INSTITUTIONAL, LLC		32,500.00
13858	MARK ANTHONY CONTRACTING, INC		
	CAP2435 PE3	2024 ROAD RECONSTRUCTION IMPROVEMENTS CAP2435	305,188.88
	CAP2440 PE1	2024 GREEN INFRASTRUCTURE IMPROVEMENTS CAP2440	110,839.47
	TOTAL FOR: MARK ANTHONY CONTRACTING, INC		416,028.35
19358	MASABI_RTD		
	06/07/2024	LEAP CONFERENCE SNACKS/VAN DE LAAR	2.75
	TOTAL FOR: MASABI_RTD		2.75
06757	MASC		
	06252024	MEMBERSHIP	75.00
	TOTAL FOR: MASC		75.00
08499	MATHESON TRI-GAS INC		
	0029887079	FIRE & EMS SUPPLIES	995.12
	TOTAL FOR: MATHESON TRI-GAS INC		995.12
08339	MAZUR MARKET MANAGEMENT LLC		
	240701	CONTRACTED WORKER SERVICES 2023-24 MMM 6/17-30 2024	11,167.00
	MMM786000	MMM RENTAL ITEMS	7,860.00
	TOTAL FOR: MAZUR MARKET MANAGEMENT LLC		19,027.00
07952	GARY MCNAB		
	2023-24	BOOT ALLOWANCE	250.00
	TOTAL FOR: GARY MCNAB		250.00
00837	MEIJER		
	06/03/2024	PRESCHOOL SUPPLIES	13.96
	06/13/2024	FIRE TRUCK FUEL COST FROM GRAND RAPIDS	132.92
	TOTAL FOR: MEIJER		146.88
19357	METRO AIRPORT PARKING		
	06/07/2024	LEAP CONFERENCE PARKING/VAN DE LAAR	66.00
	TOTAL FOR: METRO AIRPORT PARKING		66.00
09220	METRO PUMP SERVICE LLC		
	25682	GAS/DIESEL PUMP SYSTEMS 2ND QTR PREVENTATIVE MAINT.	890.00
	TOTAL FOR: METRO PUMP SERVICE LLC		890.00
14558	BEVERLY MEYER		
	6154	FARMERS MKT FOOD TRUCK RALLY ENTERTAINMENT JULY 10	300.00
	TOTAL FOR: BEVERLY MEYER		300.00

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	Invoice		
17781	MARK MEYER		
	6053	FARMERS MKT FOOD TRUCK RALLY ENTERTAINMENT JULY 10	400.00
TOTAL FOR: MARK MEYER			400.00
19394	MI HISTORIC PRESERVATION NETWORK		
	2024-25	HISTORIC ENTITIES MEMBERSHIPS	90.00
TOTAL FOR: MI HISTORIC PRESERVATION NETWORK			90.00
06892	MICHAELS		
	05/29/2024	PRESCHOOL SUPPLIES	11.98
	06/23/2024	SENIOR CTR CRAFTING CLASS MATERIALS	79.96
TOTAL FOR: MICHAELS			91.94
05953	MICHIGAN ASSOC OF PLANNING		
	06/21/2024	OAK PARK REVITALIZATION MEETING/WOLLENWEBER	15.00
	06/21/2024	OAK PARK REVITALIZATION MEETING/WROBEL	15.00
TOTAL FOR: MICHIGAN ASSOC OF PLANNING			30.00
00869	MICHIGAN DEPT OF TRANSPORTATION		
	MDOT00297 CAP2306	2023 ROCHESTER ROAD RESURFACING IMPROVEMENTS	54,813.25
	MDOT00297 CAP2407	2024 CROOKS RESURFACING IMPROVEMENTS	388,839.34
TOTAL FOR: MICHIGAN DEPT OF TRANSPORTATION			443,652.59
01852	MICHIGAN DISTRICT JUDGES ASSOC		
	2688	2024 MDJA ANNUAL CONFERENCE FEE/KOWALKOWSKI	375.00
TOTAL FOR: MICHIGAN DISTRICT JUDGES ASSOC			375.00
00876	MICHIGAN JOINT SEALING INC		
	CAP2425 PE4 FINAL	FINAL PAYMENT 2024 JOINT SEALING IMPROVEMENTS	7,000.00
TOTAL FOR: MICHIGAN JOINT SEALING INC			7,000.00
00880	MICHIGAN MUNICIPAL LEAGUE		
	06/19/2024	2024 CONVENTION REGISTRATION/BARKMAN	595.00
	06/23/2024	2024 MML CONVENTION REGISTRATION/FOURNIER HUNT CHEE	2,450.00
	06/25/2024	2024 MML CONVENTION REGISTRATION/HERZOG & MACEY	1,260.00
TOTAL FOR: MICHIGAN MUNICIPAL LEAGUE			4,305.00
06042	MICRO CENTER		
	10954517	COMPUTER SUPPLIES & PARTS	139.99
	10954520	COMPUTER SUPPLIES & PARTS	14.99
TOTAL FOR: MICRO CENTER			154.98
15777	MIDTOWN COMPOSTING		
	06/03/2024	BIZ BUCKET FOOD WASTE PICKUPS CITY HALL/SR CTR/LIB	64.00
TOTAL FOR: MIDTOWN COMPOSTING			64.00
00899	MIDWEST TAPE		
	505582368	HOOPLA & MEDIA	66.24
	505615814	HOOPLA & MEDIA	66.98
	505615815	HOOPLA & MEDIA	248.13
	505615816	HOOPLA & MEDIA	86.95
	505638222	HOOPLA & MEDIA	75.00
	505651164	HOOPLA & MEDIA	53.21
	505651165	HOOPLA & MEDIA	191.42
	505670672	HOOPLA & MEDIA	60.00
	505670673	HOOPLA & MEDIA	110.05
TOTAL FOR: MIDWEST TAPE			957.98

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	Invoice		
14996	ANDREW MISNER 2023-24	BOOT ALLOWANCE	227.90
	TOTAL FOR: ANDREW MISNER		227.90
15722	MOBILE BEACON 06/18/2024	LIBRARY INTERNET SERVICE	1,200.00
	TOTAL FOR: MOBILE BEACON		1,200.00
RBOND	MODECO DEVELOPMENT BENG-180040	BD Bond Refund	5,000.00
	TOTAL FOR: MODECO DEVELOPMENT		5,000.00
18307	MONTANA DAN 06222024	EBT/SNAP REIMBURSEMENT FARMERS MKT VENDOR	280.00
	TOTAL FOR: MONTANA DAN		280.00
19302	CONNER MORGAN 06302024	HOCKEY REFEREE	164.00
	TOTAL FOR: CONNER MORGAN		164.00
00918	MOTOR CITY FASTENER, LLC M0042112	TOOLS & HARDWARE	96.44
	TOTAL FOR: MOTOR CITY FASTENER, LLC		96.44
18501	MOTOR TOWN SOUND 2-9-24-3	FARMERS MKT FOOD TRUCK RALLY ENTERTAINMENT JULY 10	3,000.00
	TOTAL FOR: MOTOR TOWN SOUND		3,000.00
01827	MPELRA 06/03/2024	HR CONFERENCE/FREDERICK & GUNTHER	160.00
	TOTAL FOR: MPELRA		160.00
03048	MSC INDUSTRIAL SUPPLY CO INC 79242168 79300938	VEHICLE REPAIR & MAINTENANCE PARTS VEHICLE REPAIR & MAINTENANCE PARTS	366.40 156.25
	TOTAL FOR: MSC INDUSTRIAL SUPPLY CO INC		522.65
16922	MUNICIPAL EMERGENCY SERVICES IN2077324	UNIFORM CLOTHING & GEAR	3,682.70
	TOTAL FOR: MUNICIPAL EMERGENCY SERVICES		3,682.70
05865	NAPA AUTO PARTS MADISON HEIGHTS 4323-892646 4323-893362 4323-893841 4323-893924	PURCHASE OF PARTS AS NEEDED PURCHASE OF PARTS AS NEEDED PURCHASE OF PARTS AS NEEDED PURCHASE OF PARTS AS NEEDED	115.44 5.33 333.71 123.94
	TOTAL FOR: NAPA AUTO PARTS MADISON HEIGHTS		578.42
19266	NATL ASSOC OF FIRE INVESTIGATORS 05/29/2024	NAFI TESTING FEE/GARDNER	125.00
	TOTAL FOR: NATL ASSOC OF FIRE INVESTIGATORS		125.00
06571	NBS 448267	MTHLY CARPET CLEANING SENIOR CTR	180.00
	TOTAL FOR: NBS		180.00
19059	NEWSTRIPE 06/04/2024	STREET PAINTING TEMPLATE	418.00
	TOTAL FOR: NEWSTRIPE		418.00

Vendor Code	Vendor Name	Description	Amount
Invoice			
11009	NEXTDAYFLYERS		
	06/11/2024	HUMAN RIGHTS PRIDE GIVEAWAY BOOKMARKS	193.83
	06/13/2024	CREDIT - REFUND TAX	(7.08)
			<hr/>
	TOTAL FOR: NEXTDAYFLYERS		186.75
18262	NIGHT SHIFT CLEANING & FLOOR MAINT.		
	06/19/2024	SENIOR CTR JULY CLEANING	2,183.09
			<hr/>
	TOTAL FOR: NIGHT SHIFT CLEANING & FLOOR MAINT.		2,183.09
19310	CRAIG NORTON		
	L0137662600	REIMBURSE CDL FEE	18.37
			<hr/>
	TOTAL FOR: CRAIG NORTON		18.37
04313	NYE UNIFORM		
	886442	FIRE UNIFORMS	429.00
	886488	FIRE UNIFORMS	431.00
	888179	UNIFORMS FOR PD/FIRE	205.50
	888899	UNIFORMS FOR PD/FIRE	239.50
	889622	UNIFORMS FOR PD/FIRE	6.00
	889625	UNIFORMS FOR PD/FIRE	137.00
			<hr/>
	TOTAL FOR: NYE UNIFORM		1,448.00
02677	OAKLAND COUNTY		
	06/02/2024	TREAS DELINQUENT TAX STATEMENT	2.00
			<hr/>
	TOTAL FOR: OAKLAND COUNTY		2.00
01002	OAKLAND PRESS		
	06/18/2024	COURT SUBSCRIPTION	10.71
			<hr/>
	TOTAL FOR: OAKLAND PRESS		10.71
01007	ODP BUSINESS SOLUTIONS, LLC		
	367444403001	85793581 OFFICE SUPPLIES	135.31
	369789615001	85793581 OFFICE SUPPLIES	67.79
	369794273001	85793581 OFFICE SUPPLIES	83.97
	369794275001	85793581 OFFICE SUPPLIES	2.10
	369796696001	85793581 OFFICE SUPPLIES	514.89
	370017399001	85793581 OFFICE SUPPLIES	91.95
	370096108001	85793581 OFFICE SUPPLIES	8.41
	370096113001	85793581 OFFICE SUPPLIES	10.18
	370096117001	85793581 OFFICE SUPPLIES	14.49
	370245541001	85793581 OFFICE SUPPLIES	144.51
	370250992001	85793581 OFFICE SUPPLIES	45.49
	370267165001	85793581 OFFICE SUPPLIES	98.07
	370863910001	85793581 OFFICE SUPPLIES	150.12
	370868889001	85793581 OFFICE SUPPLIES	76.69
	370973396001	85793581 OFFICE SUPPLIES	102.73
	371212439001	85793581 OFFICE SUPPLIES	241.33
	371222101001	85793581 OFFICE SUPPLIES	38.69
	371276523001	85793581 OFFICE SUPPLIES	424.67
	371735795001	85793581 OFFICE SUPPLIES	111.05
	371736951001	85793581 OFFICE SUPPLIES	11.77
	371754727001	85793581 OFFICE SUPPLIES	351.57
	371841992001	85793581 OFFICE SUPPLIES	49.56
	371994006001	85793581 OFFICE SUPPLIES	53.82
	371998008001	85793581 OFFICE SUPPLIES	13.44
	371998014001	85793581 OFFICE SUPPLIES	32.94
	373096779001	85793581 OFFICE SUPPLIES	183.34
	373103556001	85793581 OFFICE SUPPLIES	58.35
	373154340001	85793581 OFFICE SUPPLIES	25.98
	374213588001	85793581 OFFICE SUPPLIES	55.76
			<hr/>
	TOTAL FOR: ODP BUSINESS SOLUTIONS, LLC		3,198.97

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16454	OHIO TURNPIKE 06/24/2024	FBI LEEDA CONFERENCE TRAVEL	7.75
	TOTAL FOR: OHIO TURNPIKE		7.75
01014	OHM ADVISORS 76923	RATE ENGINEERING SITE PLAN REVIEWS	5,775.00
	TOTAL FOR: OHM ADVISORS		5,775.00
19395	JACK O'LEARY 2023-24	BOOT ALLOWANCE	250.00
	TOTAL FOR: JACK O'LEARY		250.00
19398	ALTHEA-CAROLINE ONWUEMELIE 0001	JUNETEENTH DANCE PERFORMANCE	400.00
	TOTAL FOR: ALTHEA-CAROLINE ONWUEMELIE		400.00
08249	O'REILLY AUTO 3327-148711 3327-149488	FIRE HYDRANT TRUCK MATERIALS VEHICLE REPAIR & MAINTENANCE PARTS	39.99 5.94
	TOTAL FOR: O'REILLY AUTO		45.93
17762	JAMES ORR 380446 380447	BATHROOM CLEANING NORMANDY OAKS, STARR JAYCEE 6/4-1 BATHROOM CLEANING NORMANDY OAKS, STARR JAYCEE 6/18-	1,820.00 1,820.00
	TOTAL FOR: JAMES ORR		3,640.00
12581	OVERDRIVE 00870CO24181440	PURCHASE OF AUDIO BOOKS	2,421.05
	TOTAL FOR: OVERDRIVE		2,421.05
18611	MATTHEW PAGE 2023-24	BOOT ALLOWANCE	162.39
	TOTAL FOR: MATTHEW PAGE		162.39
11211	PANERA, LLC 06/20/2024 06/27/2024	MACP SUMMER CONFERENCE MEALS/MOORE FBI LEEDA CONFERENCE MEALS	14.77 23.08
	TOTAL FOR: PANERA, LLC		37.85
07787	BRENDA PEZNOWSKI 5656	ROSES	60.00
	TOTAL FOR: BRENDA PEZNOWSKI		60.00
UBREFUND	PHILLIP RICHMAN 07/02/2024	UB refund for account: 4227800501	1,560.30
	TOTAL FOR: PHILLIP RICHMAN		1,560.30
16773	PIPETEK INFRASTRUCTURE SERVICES S2001 PE24	SEWER TELEVISING & ROOT CONTROL	28,270.56
	TOTAL FOR: PIPETEK INFRASTRUCTURE SERVICES		28,270.56
19383	PLACER LABS INC. 12.4972	ANNUAL PLACER AI SERVICE/ANALYTICS 4/26/24-4/25/25	26,250.00
	TOTAL FOR: PLACER LABS INC.		26,250.00
RBOND	PLATINUM DEVELOPMENT CORPORATION BB46023	BD Bond Refund	750.00
	TOTAL FOR: PLATINUM DEVELOPMENT CORPORATION		750.00

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Invoice			
18472	MAURITA PLOUFF JAM03 SPRING 2024	STRAWBERRY JAM-MAKING CLASS	144.00
	TOTAL FOR: MAURITA PLOUFF		144.00
19152	BRANDON PLUGER 2023-24 #2	BOOT ALLOWANCE BALANCE	147.19
	TOTAL FOR: BRANDON PLUGER		147.19
18069	PMG SM HOLDINGS LLC INV2075874	AEXCEL WHITE FAST DRY WATERBASE PAIN	2,748.90
	TOTAL FOR: PMG SM HOLDINGS LLC		2,748.90
16248	LELAND POIRIER 6064 ROSES 6067 ROSES 6070 ROSES 6362 ROSES 6365 ROSES 6368 ROSES		20.00 20.00 20.00 20.00 20.00 20.00
	TOTAL FOR: LELAND POIRIER		120.00
19371	PONTIAC UNITED 0000002	JUNETEENTH ENTERTAINMENT SERVICES	350.00
	TOTAL FOR: PONTIAC UNITED		350.00
19228	POP-UP ART STUDIO 05/31/2024 FARMERS MKT BANNERS 05/31/2024 FARMERS MKT TOTE BAGS		381.60 398.00
	TOTAL FOR: POP-UP ART STUDIO		779.60
15172	POSTMAN PRODUCTIONS & PROMOTIONS 06262024 JUNETEENTH DJ SERVICES		150.00
	TOTAL FOR: POSTMAN PRODUCTIONS & PROMOTIONS		150.00
19375	DAVID POTTER 06242024	REIMBURSE SWIM INSTRUCTOR LIFEGUARD CERTIFICATIONS	276.00
	TOTAL FOR: DAVID POTTER		276.00
17209	POWERDMS, INC. INV-51313	POLICE POWER DMS RENEWAL	12,970.77
	TOTAL FOR: POWERDMS, INC.		12,970.77
11305	PREMISE HEALTH EMPLOYER SOLUTIONS 243564	JULY 2024 PROGRAM FEES 13 MILE	8,812.50
	TOTAL FOR: PREMISE HEALTH EMPLOYER SOLUTIONS		8,812.50
19354	PRINTRUNNER 06/06/2024	HUMAN RIGHTS PRIDE GIVEAWAY STICKERS	211.50
	TOTAL FOR: PRINTRUNNER		211.50
01074	PROFESSIONAL SERVICE INDUSTRIES INC 00930212	CAP2242 - 2022 TRAFFIC SIGNAL IMPROVEMENTS	3,569.50
	TOTAL FOR: PROFESSIONAL SERVICE INDUSTRIES INC		3,569.50
00371	PROGRESSIVE PLUMBING SUPPLY 2633234 MAINTENANCE PARTS 2633724 DPW BUILDING MAINTENANCE SUPPLIES 2633725 MAINTENANCE PARTS		51.62 90.07 93.31
	TOTAL FOR: PROGRESSIVE PLUMBING SUPPLY		235.00

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Invoice			
01085	PRUDENTIAL HEALTHCARE GROUP		
	JUL 2024	RETIREMENT	111.84
	JUL 2024 LTD	LONG TERM DISABILITY	3,404.99
	JUL 2024 STD	SHORT TERM DISABILITY	3,536.87
	JULY 2024	PAYROLL	6,634.96
	TOTAL FOR: PRUDENTIAL HEALTHCARE GROUP		13,688.66
01862	PUBLIC AGENCY TRAINING COUNCIL		
	06/14/2024	CREDIT - REFUND CLASS FEE	(350.00)
	TOTAL FOR: PUBLIC AGENCY TRAINING COUNCIL		(350.00)
01096	QUALITY CLEANERS		
	DC163 MAY 2024	PRISONER BLANKET CLEANING	378.25
	TOTAL FOR: QUALITY CLEANERS		378.25
UBREFUND	RAJEEEL IMRAN		
	07/02/2024	UB refund for account: 2110102301	496.12
	TOTAL FOR: RAJEEEL IMRAN		496.12
18294	JOHN R. RASH		
	JR29605-SPRING	PAINTING CLASSES	1,504.80
	TOTAL FOR: JOHN R. RASH		1,504.80
15205	RAY'S ICE CREAM CO		
	06/21/2024	JUNETEENTH ICE CREAM GIVEAWAY	875.00
	TOTAL FOR: RAY'S ICE CREAM CO		875.00
18267	REASON CONSULTING CORPORATION		
	1446	PERSONAL PROPERTY CONTRACT JULY 2024	2,583.00
	TOTAL FOR: REASON CONSULTING CORPORATION		2,583.00
18772	RECIPROCAL ELECTRICAL COUNCIL INC		
	06/02/2024	BUILDING DEPT MEETING/REA	70.00
	TOTAL FOR: RECIPROCAL ELECTRICAL COUNCIL INC		70.00
09272	REDCOAT TAVERN CO		
	06/16/2024	AMERICA IN BLOOM REPRESENTATIVES' LUNCH	66.18
	TOTAL FOR: REDCOAT TAVERN CO		66.18
08364	DAVID REICHEL		
	2023-24 #2	BOOT ALLOWANCE	109.95
	TOTAL FOR: DAVID REICHEL		109.95
19279	ANDREW REID		
	06302024	HOCKEY REFEREE	82.00
	TOTAL FOR: ANDREW REID		82.00
08733	MARK REITENGA		
	129	FARMERS MKT FOOD TRUCK RALLY ENTERTAINMENT JULY 10	250.00
	TOTAL FOR: MARK REITENGA		250.00
15212	JONATHON RHIND		
	06302024	HOCKEY REFEREE	164.00
	TOTAL FOR: JONATHON RHIND		164.00
19385	BEN RINGELBERG		
	2023-24	BOOT ALLOWANCE	250.00
	TOTAL FOR: BEN RINGELBERG		250.00

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	Invoice		
08377	RKA PETROLEUM COMPANIES		
	0408487	PURCHASE OF FUEL	29,946.76
TOTAL FOR: RKA PETROLEUM COMPANIES			29,946.76
14821	ROAD COMMISSION FOR OAKLAND COUNTY		
	7346	TRAFFIC SIGNAL REPAIR PERIOD END 5/31/24	1,174.08
TOTAL FOR: ROAD COMMISSION FOR OAKLAND COUNTY			1,174.08
05305	ROCKET ONE STOP OFFICE		
	05/31/2024	LIBRARY ACCESS SERVICES OUTREACH STICKERS	669.25
	06/04/2024	LIBRARY ACCESS SERVICES OUTREACH STICKERS	106.33
	82088	EVENT CLING POSTERS	596.88
	82183	FIRE DEPT VINYL FOOD TRUCK STICKERS	152.00
	82204	REQUIRED EGLE NOTIFICATION POST CARDS	8,194.62
	82216	BACK IN PARKING SIGNS	171.50
	82284	ART FAIR EVERGREEN YARD SIGNAGE	645.00
	82313	ARTS BEATS EATS RESIDENTIAL PARKING PASSES	10,453.55
TOTAL FOR: ROCKET ONE STOP OFFICE			20,989.13
18514	ROLAR PROPERTY SERVICES, INC.		
	CAP2360 PE7 FINAL	FINAL PAYMENT HUDSON PARK IMPROVEMENTS	38,893.77
TOTAL FOR: ROLAR PROPERTY SERVICES, INC.			38,893.77
01157	ROSE PEST SOLUTIONS		
	31134342	MOTOR POOL BIRD MGMT	58.00
	31134366	ANIMAL SHELTER PEST CONTROL	57.00
	31134372	MOTOR POOL BIRD MGMT	58.00
	31134426	LIBRARY PEST CONTROL	63.00
	31134453	FARMERS MKT PEST CONTROL	57.00
TOTAL FOR: ROSE PEST SOLUTIONS			293.00
02742	ROWERDINK INC		
	02HD1217	VEHICLE REPAIR & MAINTENANCE PARTS/VEHICLE BATTERIE	943.98
	02HD9642	VEHICLE REPAIR & MAINTENANCE PARTS/VEHICLE BATTERIE	25.14
	02HE3433	VEHICLE REPAIR & MAINTENANCE PARTS/VEHICLE BATTERIE	74.04
	02HE5992	VEHICLE REPAIR & MAINTENANCE PARTS/VEHICLE BATTERIE	680.54
	02HE6605	VEHICLE REPAIR & MAINTENANCE PARTS/VEHICLE BATTERIE	789.80
	02HE8471	CREDIT - VEHICLE REPAIR & MAINTENANCE PARTS	(56.00)
TOTAL FOR: ROWERDINK INC			2,457.50
05435	ROWLEYS BROS INC		
	2357710-00	VEHICLE LUBRICANTS & SOLVENTS	159.37
TOTAL FOR: ROWLEYS BROS INC			159.37
19386	ROYAL LIFE EXCELLENCE		
	06/21/2024	FARMERS MKT SHOPPING BAGS	90.96
	06/21/2024	JUNETEENTH DANCE PERFORMANCE	158.00
TOTAL FOR: ROYAL LIFE EXCELLENCE			248.96
05604	ROYAL OAK ANIMAL HOSPITAL		
	06/26/2024	ANIMAL MEDICAL SERVICES	23.30
TOTAL FOR: ROYAL OAK ANIMAL HOSPITAL			23.30
08650	ROYAL OAK FORD		
	410849	VEHICLE REPAIR & MAINTENANCE PARTS	44.39
TOTAL FOR: ROYAL OAK FORD			44.39
17524	RUSH ORDER TEES		
	05/31/2024	2024 SUMMER DAY CAMP SHIRTS	903.68
TOTAL FOR: RUSH ORDER TEES			903.68

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Vendor Code	Vendor Name	Description	Amount
	Invoice		
RBOND	SAINT JOSEPH BUILDING LLC BB45867	BD Bond Refund	750.00
	TOTAL FOR: SAINT JOSEPH BUILDING LLC		750.00
16774	SAK CONSTRUCTION, LLC S2302 PE2	2023 SEWER LINING	237,171.00
	TOTAL FOR: SAK CONSTRUCTION, LLC		237,171.00
18264	TAKAYUKI SAKAGUCHI TS29610-SPRING	SUSHI-MAKING CLASS JUNE 17	268.80
	TOTAL FOR: TAKAYUKI SAKAGUCHI		268.80
01183	SAM'S CLUB 06/03/2024 06/17/2024 06/27/2024 06/27/2024	SENIOR CTR CLEANING SUPPLIES SENIOR CTR TIM'S KITCHEN SUPPLIES SENIOR CTR TIM'S KITCHEN SUPPLIES SENIOR CTR CLEANING SUPPLIES	97.08 238.82 78.48 80.08
	TOTAL FOR: SAM'S CLUB		494.46
08386	ANTHONY SCHUMAKER 2023-24	BOOT ALLOWANCE	250.00
	TOTAL FOR: ANTHONY SCHUMAKER		250.00
11948	CAROL SCHWANGER 06272024	REIMBURSE SUPPLIES, MILEAGE	65.36
	TOTAL FOR: CAROL SCHWANGER		65.36
13609	ROB SCOTT 06302024	HOCKEY REFEREE	82.00
	TOTAL FOR: ROB SCOTT		82.00
16498	SEDGWICK CLAIMS MGMT. SERVICES, INC SF0483202401512684	PAYMENTS ISSUED 6/3-30 2024	26,999.56
	TOTAL FOR: SEDGWICK CLAIMS MGMT. SERVICES, INC		26,999.56
01930	SHANTY CREEK RESORT 06/21/2024 06/21/2024	MACP SUMMER CONFERENCE LODGING/MOORE MACP SUMMER CONFERENCE LODGING/KUCEL	383.83 383.83
	TOTAL FOR: SHANTY CREEK RESORT		767.66
16242	SHELL OIL 06/14/2024	FUEL COST	81.87
	TOTAL FOR: SHELL OIL		81.87
02645	SHERWIN WILLIAMS 2874-9	PAINT TRUCK SUPPLIES	56.99
	TOTAL FOR: SHERWIN WILLIAMS		56.99
17231	SHORTS BREWING COMPANY 06/17/2024	MACP SUMMER CONFERENCE MEALS/MOORE	53.05
	TOTAL FOR: SHORTS BREWING COMPANY		53.05
16691	DAN SHOWALTER 2023-24	BOOT ALLOWANCE	206.70
	TOTAL FOR: DAN SHOWALTER		206.70

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Invoice			
18577	SIDETRACK BOOKSHOP		
	06/14/2024	JUNETEENTH GIVEAWAYS	99.59
	06/17/2024	JUNETEENTH GIFT CERTIFICATES	500.00
	TOTAL FOR: SIDETRACK BOOKSHOP		599.59
19346	SIMPLIFILE		
	06/06/2024	ENGINEERING DEPT. FILING/RECORDING/LEGAL FEES	199.00
	TOTAL FOR: SIMPLIFILE		199.00
19356	SKIPLAGGED		
	06/03/2024	LEAP CONFERENCE TRAVEL/VAN DE LAAR	35.00
	06/05/2024	LEAP CONFERENCE TRAVEL/VAN DE LAAR	32.50
	TOTAL FOR: SKIPLAGGED		67.50
08228	TODD SKROUT		
	2023-24	BOOT ALLOWANCE	250.00
	TOTAL FOR: TODD SKROUT		250.00
01221	SOCRRA		
	S-INV108150	REFUSE, RECYCLING, YARD WASTE COLLECTION/DISPOSAL J	236,114.00
	TOTAL FOR: SOCRRA		236,114.00
19213	SONESTA HOTELS		
	06/07/2024	SONESTA DENVER 1106	504.68
	TOTAL FOR: SONESTA HOTELS		504.68
01228	SPARTAN DISTRIBUTORS INC		
	11900178	EQUIPMENT REPAIR & MAINTENANCE SUPPLIES	764.41
	TOTAL FOR: SPARTAN DISTRIBUTORS INC		764.41
16714	SPEEDWAY		
	05/30/2024	POLICE FUEL COST	45.58
	TOTAL FOR: SPEEDWAY		45.58
15203	SPIKE LAWRENCE, INC.		
	24-4650	POLICE PLAQUES	400.00
	TOTAL FOR: SPIKE LAWRENCE, INC.		400.00
08600	SQUARESPACE		
	06/02/2024	WORKSPACE BUSINESS STARTER ROYALOAKREC.COM	12.00
	06/17/2024	DOMAIN LISTING ROCIVIC.ORG	12.00
	06/17/2024	DOMAIN LISTING ROCIVIC.FOUNDATION	30.00
	06/17/2024	DOMAIN LISTING ROCIVIC.COM	12.00
	TOTAL FOR: SQUARESPACE		66.00
16920	SRM CONCRETE		
	1080278289	CONCRETE	1,474.50
	1080279907	CONCRETE	1,248.00
	1080279909	CONCRETE	1,550.00
	1080280258	CONCRETE	1,323.50
	1080283031	CONCRETE	1,474.50
	1080283033	CONCRETE	1,097.00
	TOTAL FOR: SRM CONCRETE		8,167.50
01259	STATE OF MICHIGAN		
	491-441117	APR-JUN 2024 AMBULANCE ASSESSMENT	2,883.42
	551-637983	SEX OFFENDER REGISTRATION FEE 5/31/24	30.00
	TOTAL FOR: STATE OF MICHIGAN		2,913.42

Vendor Code	Vendor Name	Description	Amount
	Invoice		
07643	SUBURBAN ARENA MNGMT ROYAL OAK 1542	MNGMT ROYAL OAK ARENA MANGEMENTW/E 6/23/24	32,738.01
	TOTAL FOR: SUBURBAN ARENA MNGMT ROYAL OAK		32,738.01
18622	SUBWAY 06/26/2024	FBI LEEDA CONFERENCE MEALS	8.65
	TOTAL FOR: SUBWAY		8.65
RBOND	SUPERIOR HOME BUILDING LLC BB46130	BD Bond Refund	625.00
	TOTAL FOR: SUPERIOR HOME BUILDING LLC		625.00
12607	SUPPLYDEN 524039-00	ARENA CLEANING & JANITORIAL SUPPLIES	68.72
	TOTAL FOR: SUPPLYDEN		68.72
01301	TANIA'S 06/07/2024	SENIOR CTR TRAILS VOLUNTEER LUNCH	24.13
	TOTAL FOR: TANIA'S		24.13
19277	POOWANAT JOSEPH TASMA 06112024	INTERPRETER SERVICE, MILEAGE	119.48
	TOTAL FOR: POOWANAT JOSEPH TASMA		119.48
17950	TELLY'S NURSERY 06142024 06182024 06182024 #2 06202024 06262024 #2	DELIVERY/PLANTING TREES ERB ARBORETUM GRANT PROJECT DELIVERY/PLANTING TREES ERB ARBORETUM GRANT PROJECT DELIVERY/PLANTING TREES ERB ARBORETUM GRANT PROJECT DELIVERY/PLANING TREES ERB ARBORETUM GRANT PROJECT DELIVERY/PLANTING TREES ERB ARBORETUM GRANT PROJECT	5,395.98 3,400.00 3,312.48 1,200.00 75.00
	TOTAL FOR: TELLY'S NURSERY		13,383.46
RBOND	THORNTON & GROOMS, INC BENG-230077	BD Bond Refund	2,000.00
	TOTAL FOR: THORNTON & GROOMS, INC		2,000.00
06851	DAVID TORGERSON 5073	ROSES	40.00
	TOTAL FOR: DAVID TORGERSON		40.00
15629	TOTALLY PROMOTIONAL.COM 06/09/2024	POLICE YOUTH ACADEMY 2024 SUPPLIES	688.72
	TOTAL FOR: TOTALLY PROMOTIONAL.COM		688.72
18857	TPT - TEACHERS PAY TEACHERS 06/16/2024	PRESCHOOL SUPPLIES	73.25
	TOTAL FOR: TPT - TEACHERS PAY TEACHERS		73.25
10845	TRANSUNION RISK AND ALTERNATIVE 916841-202405-1	COMPUTER/TELECOM EQUIP LEASES & RENTALS MAY 2024	299.50
	TOTAL FOR: TRANSUNION RISK AND ALTERNATIVE		299.50
18467	TRELLO 06/23/2024	STANDARD SUBSCRIPTION 6-21-24 TO 4-3-25	46.85
	TOTAL FOR: TRELLO		46.85
19380	TROY GYMNASTICS 06/14/2024	POLICE YOUTH ACADEMY ACTIVITY	300.00
	TOTAL FOR: TROY GYMNASTICS		300.00

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PAID

Vendor Code	Vendor Name	Description	Amount
Invoice			
11563	TRUCK & TRAILER SPECIALTIES		
	HJO003130	EQUIPMENT FOR NEW F-350	5,453.00
	HSO015424	VEHICLE REPAIR & MAINTENANCE PARTS	1,385.24
	TOTAL FOR: TRUCK & TRAILER SPECIALTIES		6,838.24
06537	UHLIANUK GREENHOUSE		
	06282024	EBT/SNAP REIMBURSEMENT FARMERS MKT VENDOR	26.00
	TOTAL FOR: UHLIANUK GREENHOUSE		26.00
05356	ULINE		
	179835442	OPERATING SUPPLIES	423.67
	TOTAL FOR: ULINE		423.67
18125	UMAKEBUTTONS.COM		
	06/16/2024	LIBRARY SUPPLIES	92.12
	TOTAL FOR: UMAKEBUTTONS.COM		92.12
08019	UPS		
	06/06/2024	METER REPAIR SHIPPING COST	259.44
	TOTAL FOR: UPS		259.44
17302	US POSTAL SERVICE		
	703556747	A18080 A070124 RENTAL PERIOD BEGIN 7/1/24	1.00
	TOTAL FOR: US POSTAL SERVICE		1.00
05671	USA BLUE BOOK		
	INV00384916	WATER VALVES	166.17
	TOTAL FOR: USA BLUE BOOK		166.17
13627	UTECH		
	324552	PRINTER MAINTENANCE & SUPPORT 6/15-7/14 2024	7,787.64
	TOTAL FOR: UTECH		7,787.64
19087	VERDETERRE CONTRACTING, INC.		
	CAP2410 PE2	2024 WATER MAIN IMPROVEMENTS	191,131.60
	TOTAL FOR: VERDETERRE CONTRACTING, INC.		191,131.60
05778	VERIZON WIRELESS		
	05/29/2024	CELL PHONE SERVICE APR 10-MAY 9	6,456.23
	05/29/2024	CELL PHONE SERVICE APR 10-MAY 9	88.06
	06/13/2024	CELL PHONE SERVICE APR 24-MAY 23	765.51
	TOTAL FOR: VERIZON WIRELESS		7,309.80
18438	VIDABOX LLC		
	06/06/2024	REPLACE DAMAGED MIDC EQUIPMENT	208.47
	TOTAL FOR: VIDABOX LLC		208.47
09370	VISTAPRINT.COM		
	06/05/2024	HUMAN RIGHTS COMMISSION NOTE CARDS	25.48
	TOTAL FOR: VISTAPRINT.COM		25.48
16798	VORTEX AQUATIC STRUCTURES INTERNAT		
	51895	INV. 59299 PLAYSTART ACTIVATOR KIT	1,650.00
	TOTAL FOR: VORTEX AQUATIC STRUCTURES INTERNAT		1,650.00

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PAID

Vendor Code	Vendor Name	Description	Amount
	Invoice		
06947	WALMART		
	05/29/2024	SENIOR CTR TIM'S KITCHEN SUPPLIES	98.77
	06/05/2024	SENIOR CTR TIM'S KITCHEN SUPPLIES	43.58
	06/06/2024	SENIOR CTR TIM'S KITCHEN SUPPLIES	41.51
	06/11/2024	SENIOR CTR TIM'S KITCHEN SUPPLIES	67.94
	06/16/2024	LIBRARY SUPPLIES	37.63
	06/16/2024	SENIOR CTR TIM'S KITCHEN SUPPLIES	118.34
	06/21/2024	SENIOR CTR TIM'S KITCHEN SUPPLIES	128.90
TOTAL FOR: WALMART			536.67
17285	ANNABELLE WEATHERS		
	071024	FARMERS MKT FOOD TRUCK RALLY ENTERTAINMENT JULY 10	225.00
TOTAL FOR: ANNABELLE WEATHERS			225.00
19376	WEST GEORGIA CORNHOLE		
	06/26/2024	SOCIAL DISTRICT YARD GAMES	345.00
TOTAL FOR: WEST GEORGIA CORNHOLE			345.00
17147	WHEN I WORK		
	06/10/2024	RECREATION PLAN	84.00
TOTAL FOR: WHEN I WORK			84.00
09738	WHITE PINE BLDG & DEVELOPMENT		
	99615	HOUSING REHAB	14,960.00
TOTAL FOR: WHITE PINE BLDG & DEVELOPMENT			14,960.00
06477	WITMER PUBLIC SAFETY GROUP INC		
	06/09/2024	FIRE HELMETS	915.62
TOTAL FOR: WITMER PUBLIC SAFETY GROUP INC			915.62
10484	KYLE WOLSCHLAGER		
	2023-24	BOOT ALLOWANCE	250.00
TOTAL FOR: KYLE WOLSCHLAGER			250.00
05315	WORRY FREE INC		
	24-78630	CBD SUMMER MAINTENANCE JUNE 17-23 2024	13,200.00
	24-78645	CBD SUMMER MAINTENANCE JUNE 24-30 2024	13,200.00
TOTAL FOR: WORRY FREE INC			26,400.00
14019	WOW! BUSINESS		
	06/12/2024	VARIOUS CITY LOCATIONS	3,280.17
TOTAL FOR: WOW! BUSINESS			3,280.17
18606	XAVS JAMMIN CARIBBEAN		
	06/20/2024	JUNETEENTH VOLUNTEER MEALS	120.00
TOTAL FOR: XAVS JAMMIN CARIBBEAN			120.00
17414	GILBERT YBARRA		
	2023-24	BOOT ALLOWANCE	250.00
TOTAL FOR: GILBERT YBARRA			250.00
19390	MARKUS YOUNG		
	001	FARMERS MKT FOOD TRUCK RALLY ENTERTAINMENT JULY 10	600.00
TOTAL FOR: MARKUS YOUNG			600.00
19284	ZAZZLE INC.		
	05/29/2024	HUMAN RIGHTS COMMISSION MEMBER NAMETAG	13.27
TOTAL FOR: ZAZZLE INC.			13.27

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PAID

Vendor Code	Vendor Name	Description	Amount
	Invoice		
15867	ZIXCORP		
	INV359460	STANDALONE ZIXMAIL LICENSE, SECURE PORTAL 4/27-24-4	2,283.70
TOTAL FOR: ZIXCORP			2,283.70
18401	PATRICIA LEE ZOPPI		
	6667	ROSES	142.50
TOTAL FOR: PATRICIA LEE ZOPPI			142.50
TOTAL - ALL VENDORS			4,228,301.08

**Request for Purchase Order Approval**

June 27, 2024

 The Honorable Mayor Fournier and  
 Members of the City Commission:

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

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

Requisition #	R008401
Vendor:	RKA Petroleum Companies
Requesting approval for:	\$600,000
Price Source:	cooperative purchase with Sterling Heights
Budgeted:	\$600,000
Department / Fund:	motor pool / motor pool
Description:	gasoline/purchase fuel
Requisition #	R008405
Vendor:	JH Hart Urban Forestry
Requesting approval for:	\$500,000
Price Source:	estimation
Budgeted:	\$500,000
Department / Fund:	solid waste / solid waste
Description:	tree trimming, removal & forestry issues
Requisition #	R008398
Vendor:	Ferguson Waterworks
Requesting approval for:	\$250,000
Price Source:	bid by another entity/Oakland County contract #008704
Budgeted:	\$250,000
Department / Fund:	meter services / water & sewer
Description:	water meters & parts
Requisition #	R008411
Vendor:	Dell Marketing L.P.
Requesting approval for:	\$225,000
Price Source:	MiDeal pricing (contract # 071B6600111)
Budgeted:	\$225,000
Department / Fund:	information systems / information systems
Description:	PCs and laptop replacements/Adobe and Microsoft licensing
Requisition #	R008396

Vendor:	Trans-Tek Transport
Requesting approval for:	\$195,000
Price Source:	bid by Royal Oak
Budgeted:	\$195,000
Department / Fund:	multiple / multiple
Description:	refuse haul out from DPS yard & material for DPS operations
Requisition #	R008385
Vendor:	Ingram Library Services
Requesting approval for:	\$143,000
Price Source:	estimation
Budgeted:	\$143,000
Department / Fund:	library / library
Description:	purchase books
Requisition #	R008388
Vendor:	Midwest Tape
Requesting approval for:	\$143,000
Price Source:	estimation
Budgeted:	\$143,000
Department / Fund:	library / library
Description:	downloadable- audio, video, etc. / library video & audio resources
Requisition #	R008380
Vendor:	BS & A Software
Requesting approval for:	\$115,000
Price Source:	in a multi-year contract
Budgeted:	\$115,000
Department / Fund:	information systems / information systems
Description:	annual software licensing/maintenance for BS & A software
Requisition #	R008407
Vendor:	Accumed Billing Inc.
Requesting approval for:	\$110,000
Price Source:	in a multi-year contract
Budgeted:	\$110,000
Department / Fund:	ambulance services / public safety
Description:	ambulance billing services
Requisition #	R008384
Vendor:	UTEC
Requesting approval for:	\$95,000
Price Source:	in a multi-year contract



Finance Department  
203 South Troy Street  
Royal Oak, MI 48067

Budgeted:	\$95,000
Department / Fund:	information systems / information systems
Description:	printer maintenance & support
Requisition #	R008406
Vendor:	Ajax Paving Industries
Requesting approval for:	\$75,000
Price Source:	bid by Royal Oak (lowest of 2 bids)
Budgeted:	\$75,000
Department / Fund:	streets maintenance / major & local streets
Description:	asphalt supplies
Requisition #	R008413
Vendor:	Core & Main
Requesting approval for:	\$68,000
Price Source:	estimation
Budgeted:	\$68,000
Department / Fund:	water maintenance / water & sewer
Description:	curb stop/box copper, bricks, block, mortar, pipes
Requisition #	R008410
Vendor:	Hallahan & Associates PC
Requesting approval for:	\$65,000
Price Source:	estimation
Budgeted:	\$65,000
Department / Fund:	assessor / general
Description:	legal services for Michigan Tax Tribunal
Requisition #	R008389
Vendor:	The Library Network
Requesting approval for:	\$63,040
Price Source:	estimation
Budgeted:	\$63,040
Department / Fund:	information systems & library / information systems & library
Description:	library network data services, circulation fees, item linking, Smart Access Manager, basic fees for the shared automation system, Deep Freeze license & headphones, barcodes, earbuds, delivery service fee, datamailers that notify people of lost items, RB digital audiobooks & magazine subscription, Tumblebooks subscription
Requisition #	R008386
Vendor:	Home Depot
Requesting approval for:	\$55,000
Price Source:	Mi-Deal pricing/contract # 071B7700159

Budgeted:	\$55,000
Department / Fund:	multiple / multiple
Description:	tools & hardware as needed
Requisition #	R008416
Vendor:	D'Angelo Brothers Inc.
Requesting approval for:	\$52,000
Price Source:	bid by another entity (Oakland County/contract #008856)
Budgeted:	\$52,000
Department / Fund:	water maintenance / water & sewer
Description:	lead water line replacements
Requisition #	R008409
Vendor:	Amazon Capital Services
Requesting approval for:	\$51,000
Price Source:	cooperative
Budgeted:	\$51,000
Department / Fund:	library / library
Description:	library supplies
Requisition #	R008390
Vendor:	Midwest Collaborative for Library Services
Requesting approval for:	\$41,840
Price Source:	cooperative
Budgeted:	\$41,840
Department / Fund:	library / library
Description:	overdrive e-books
Requisition #	R008403
Vendor:	Otis Elevator Company
Requesting approval for:	\$40,000
Price Source:	Omnia Partners/contract # 2019001563
Budgeted:	\$40,000
Department / Fund:	library & auto parking & fire / library & auto parking & public
Description:	safety service for elevators
Requisition #	R008400
Vendor:	BigBelly
Requesting approval for:	\$37,000
Price Source:	in a multi-year contract
Budgeted:	\$37,000
Department / Fund:	solid waste / solid waste
Description:	high capacity refuse/recycling station
Requisition #	R008387

Vendor:	Office Depot
Requesting approval for:	\$30,000
Price Source:	bid by another entity/Oakland County contract #010418
Budgeted:	\$30,000
Department / Fund:	multiple / multiple
Description:	office supplies for city departments
Requisition #	R008418
Vendor:	Placer Labs
Requesting approval for:	\$26,250
Price Source:	quote
Budgeted:	\$26,250
Department / Fund:	DDA/TIFA / DDA development
Description:	annual placer/AI

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

Requisition #	R007684 change order
Vendor:	Ferguson Waterworks
Requesting approval for:	\$10,000 additional for a total of \$400,000
Price Source:	bid by another entity/Oakland County contract #008704
Budgeted:	\$400,000
Department / Fund:	meter services / water & sewer
Description:	water meters & parts
Requisition #	R007766 change order
Vendor:	Trans-Tek Transport
Requesting approval for:	\$20,000 additional for a total of \$260,000
Price Source:	bid by Royal Oak
Budgeted:	\$260,000
Department / Fund:	multiple / multiple
Description:	refuse haul out from DPS yard & material for DPS operations
Requisition #	R007723 change order
Vendor:	Ingram Library Services
Requesting approval for:	\$10,000 additional for a total of \$130,000
Price Source:	estimation
Budgeted:	\$130,000
Department / Fund:	library / library
Description:	purchase books
Requisition #	R007724 change order
Vendor:	Midwest Tape
Requesting approval for:	\$5,100 additional for a total of \$125,000

Price Source:	estimation
Budgeted:	\$125,000
Department / Fund:	library / library
Description:	downloadable- audio, video, etc. / library video & audio resources
Requisition #	R007813 change order
Vendor:	UTEC
Requesting approval for:	\$15,000 additional for a total of \$110,000
Price Source:	in a multi-year contract
Budgeted:	\$110,000
Department / Fund:	information systems / information systems
Description:	printer maintenance & support
Requisition #	R007963 change order
Vendor:	Miller, Canfield, Paddock, and Stone
Requesting approval for:	\$7,490 additional for a total of \$82,660
Price Source:	estimation
Budgeted:	\$82,660
Department / Fund:	attorney / general
Description:	services for a class action lawsuit
Requisition #	R007842 change order
Vendor:	First Choice Services
Requesting approval for:	\$5,000 additional for a total of \$65,000
Price Source:	estimation (all individual purchases are less than \$3,000)
Budgeted:	\$65,000
Department / Fund:	community promotion & court / general
Description:	coffee services
Requisition #	R007760 change order
Vendor:	Home Depot
Requesting approval for:	\$5,000 additional for a total of \$55,000
Price Source:	Mi-Deal pricing/contract # 071B7700159
Budgeted:	\$55,000
Department / Fund:	multiple / multiple
Description:	tools & hardware as needed
Requisition #	R007979 change order
Vendor:	Rosati, Schultz, Joppich & Amstbuechler, P.C.
Requesting approval for:	\$5,000 additional for a total of \$40,000
Price Source:	estimation
Budgeted:	\$40,000
Department / Fund:	attorney / general
Description:	special counsel

Requisition #	R007767 change order
Vendor:	SRM Concrete
Requesting approval for:	\$5,000 additional for a total of \$40,000
Price Source:	estimation
Budgeted:	\$40,000
Department / Fund:	streets & water & sewer maintenance / major & local streets & water & sewer
Description:	concrete
Requisition #	R007758 change order
Vendor:	Office Depot
Requesting approval for:	\$5,000 additional for a total of \$35,000
Price Source:	bid by another entity/Oakland County contract #010418
Budgeted:	\$35,000
Department / Fund:	multiple / multiple
Description:	office supplies for city departments
Requisition #	R007803 change order
Vendor:	Juan Gonzalez
Requesting approval for:	\$5,000 additional for a total of \$35,000
Price Source:	estimation / bid by Royal Oak
Budgeted:	\$35,000
Department / Fund:	indigent defense
Description:	contracted legal / advisory counsel
Requisition #	R007698 change order
Vendor:	Susan Chrzanowski Cole
Requesting approval for:	\$5,000 additional for a total of \$35,000
Price Source:	estimation / bid by Royal Oak
Budgeted:	\$35,000
Department / Fund:	district court / indigent defense & general
Description:	contracted legal / advisory counsel & sobriety court
Requisition #	R008008
Vendor:	La Grasso, Abdo & Silveri
Requesting approval for:	\$30,000
Price Source:	estimation / bid by Royal Oak
Budgeted:	\$30,000
Department / Fund:	indigent defense
Description:	contracted legal / advisory counsel
Requisition #	R007700
Vendor:	Costello Law Office
Requesting approval for:	\$30,000
Price Source:	estimation / bid by Royal Oak
Budgeted:	\$30,000



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Royal Oak, MI 48067

Department / Fund:	indigent defense
Description:	contracted legal / advisory counsel
Requisition #	R007702
Vendor:	Manoogian Law
Requesting approval for:	\$30,000
Price Source:	estimation / bid by Royal Oak
Budgeted:	\$30,000
Department / Fund:	indigent defense
Description:	contracted legal / advisory counsel
Requisition #	R007715
Vendor:	Rowley's Bros Inc.
Requesting approval for:	\$30,000
Price Source:	estimation (all individual purchases are less than \$4,000)
Budgeted:	\$30,000
Department / Fund:	motor pool / motor pool
Description:	lubricants and solvents as needed

Respectfully submitted,

Tony DeCamp  
Interim Finance Director

Approved,

Mark Wollenweber  
Interim City Manager



## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	Purchase CrowdStrike Endpoint Security Solution	
<b>SUBMITTING DEPARTMENT</b>	Information Technology	
<b>PRESENTER</b>	Christopher Gomez	
<b>MEETING DATE</b>	July 8, 2024	
<b>SECOND READING REQUIRED</b>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<b>CERTIFIED RESOLUTION</b>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

### EXECUTIVE SUMMARY

The IT department has been reviewing our technology security systems. As a result of evaluating our previous endpoint protection tool, Kapersky, staff is recommending that we move to a new tool called CrowdStrike. CrowdStrike is a vulnerability remediation and endpoint protection tool that would significantly increase our IT security standards across the City of Royal Oak.

We are seeking to purchase an annual subscription to the software for all computers. Over the past few weeks testing has been done using a batch of 45 devices and has been successful. If approved this evening staff would move quickly to purchase and implement the system.

---

### Fiscal Impact

BUDGET SUMMARY	
<b>EXPENDITURE REQUIRED</b>	\$46,421.25
<b>AMOUNT CURRENTLY BUDGETED</b>	\$15,504.00
<b>BUDGET AMENDMENT REQUIRED</b>	\$30,917.25 (BA between dept; net -0-effect on FB)
<b>FUNDING SOURCE/ GL NUMBER</b>	636-258-82500
<b>WAS THIS A BUDGETED EXPENSE?</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

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

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

#### REVENUE IMPACT:

Staff is working to secure a grant from MMRMA to defray the cost of the software.

#### WORKLOAD IMPACT:

CrowdStrike will be assisting by assigning us an engineer to deploy the software to the endpoints across the city. The deployment will be in a phased approach to minimize impact on daily operations. The software package will be in the form of a "silent install" which means that end users will not see an impact or notice any changes while the software agent is installed.

**OPERATIONS IMPACT:**

We plan to source funds in the form of a grant through MMRMA. Alternatively, we will use our budgeted funds of \$15,504.00 and will need to increase this budget by \$30,917.25 to cover the new cost.

---

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

Our current strategic plan requires a high level of technology, and this program will help ensure the security of systems that support many other initiatives within the plan. This service agreement aligns with the initiatives to increase security standards across the technology infrastructure of the city. It also leverages an existing State of Michigan contract with Dell for the purchase.

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**COMMUNITY ENGAGEMENT**

None.

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**BOARD AND COMMISSION FEEDBACK**

None.

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

**BE IT RESOLVED**, the Royal Oak City Commission hereby approves the purchase of CrowdStrike Endpoint Security.

**NOW, THEREFORE BE IT RESOLVED** that the following Budget Amendment for the purchase and implementation of CrowdStrike Endpoint Security using competitively bid contract pricing or other due diligence in accordance with the City's purchasing policy and/or under the following Agreements is authorized (name of agreement, if applicable): ):

<b>FUND IMPACTED: Technology Fund</b>	
	<b>INCREASE</b>
<b>APPROPRIATIONS:</b>	
<i>CrowdStrike</i>	<b>\$46,421.25</b>
<i>Kaspersky</i>	<b>\$(15,504.00)</b>
<b>TOTAL APPROPRIATIONS</b>	<b>\$30,917.25</b>

<b>NET INCREASE TO FUND BALANCE</b>	<b>\$30,917.25</b>
-------------------------------------	--------------------

**ATTACHMENTS:**



## Your Quote is ready.

Your personalized Quote is now available for purchase.

Complete your order through our secure online checkout before your Quote expires.

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<b>Quote No.</b>	<b>3000177777871.1</b>	<b>Sales Rep</b>	Holly Mcwilliams
<b>Total</b>	<b>\$46,421.25</b>	<b>Phone</b>	(800) 456-3355, 6178523
Customer #	16981771	<b>Email</b>	Holly_Mcwilliams@Dell.com
Quoted On	Jun. 11, 2024	<b>Billing To</b>	CRAIG DRAGNA
Expires by	Jul. 10, 2024		CITY OF ROYAL OAK
Contract Name	State of Michigan - 071B6600111		203 S TROY ST
Contract Code	C000000009850		ROYAL OAK, MI 48067-2740
Customer Agreement #	071B6600111		

### Message from your Sales Rep

Please use the Order button to securely place the order with your preferred payment method online. You may contact your Dell sales team if you have any questions. Thank you for shopping with Dell.

Regards,  
Holly Mcwilliams

### Shipping Group

Shipping To	Shipping Method
CRAIG DRAGNA CITY OF ROYAL OAK 203 S TROY ST ROYAL OAK, MI 48067 (248) 246-3083	Standard Delivery

Product	Unit Price	Quantity	Subtotal
ROYAL OAK CROWDSTRIKE PREVENT SUB/LIC 12 MO	\$0.00	450	\$0.00
ROYAL OAK CROWDSTRIKE TGS ON GOVCLD SUB/LIC 12 MO	\$7.15	450	\$3,217.50
ROYAL OAK CROWDSTRIKE FALCON EDPT PROT FLEX BNDL SUB/LIC 12 MO	\$37.79	450	\$17,005.50
ROYAL OAK CROWDSTRIKE FALCON ADVISORY OVERWATCH EDPT SUB/LIC 12 MO	\$17.17	450	\$7,726.50
ROYAL OAK CROWDSTRIKE ID THRT PROT SUB/LIC 12 MO	\$15.80	387	\$6,114.60

ROYAL OAK CROWDSTRIKE FALCON DEV CNTRL BP SUB/LIC 12 MO	\$3.28	450	\$1,476.00
ROYAL OAK CROWDSTRIKE INSIGHT SUB/LIC 12 MO	\$0.00	450	\$0.00
ROYAL OAK CROWDSTRIKE DISCOVER SUB/LIC 12 MO	\$0.00	450	\$0.00
ROYAL OAK CROWDSTRIKE EXPRESS REM SUP 12 MO	\$3,024.06	1	\$3,024.06
ROYAL OAK CROWDSTRIKE FALCON ADVISORY OVERWATCH ID SUB/LIC 12 MO	\$9.07	387	\$3,510.09
ROYAL OAK CROWDSTRIKE FALCON SPOTLIGHT SUB/LIC 12 MO	\$9.66	450	\$4,347.00
ROYAL OAK CROWDSTRIKE UNIV LMS NCAP SUB LIC 12 MO	\$0.00	2	\$0.00
	<b>Subtotal:</b>		<b>\$46,421.25</b>
	<b>Shipping:</b>		<b>\$0.00</b>
	<b>Non-Taxable Amount:</b>		<b>\$46,421.25</b>
	<b>Taxable Amount:</b>		<b>\$0.00</b>
	<b>Estimated Tax:</b>		<b>\$0.00</b>
	<b>Total:</b>		<b>\$46,421.25</b>

**License Subtotal for Commitment Term: \$0.00**

\*Excludes Taxes

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## Shipping Group Details

Shipping To	Shipping Method
CRAIG DRAGNA CITY OF ROYAL OAK 203 S TROY ST ROYAL OAK, MI 48067 (248) 246-3083	Standard Delivery

Description	SKU	Unit Price	Quantity	Subtotal
<b>ROYAL OAK CROWDSTRIKE PREVENT SUB/LIC 12 MO</b>		\$0.00	450	\$0.00
Estimated delivery if purchased today: Jun. 20, 2024 Contract # C00000009850 Customer Agreement # 071B6600111				
<b>ROYAL OAK CROWDSTRIKE TGS ON GOVCLD SUB/LIC 12 MO</b>		\$7.15	450	\$3,217.50
Estimated delivery if purchased today: Jun. 20, 2024 Contract # C00000009850 Customer Agreement # 071B6600111				
<b>ROYAL OAK CROWDSTRIKE FALCON EDPT PROT FLEX BNDL SUB/LIC 12 MO</b>		\$37.79	450	\$17,005.50
Estimated delivery if purchased today: Jun. 20, 2024 Contract # C00000009850 Customer Agreement # 071B6600111				
<b>ROYAL OAK CROWDSTRIKE FALCON ADVISORY OVERWATCH EDPT SUB/LIC 12 MO</b>		\$17.17	450	\$7,726.50
Estimated delivery if purchased today: Jun. 20, 2024 Contract # C00000009850 Customer Agreement # 071B6600111				
<b>ROYAL OAK CROWDSTRIKE ID THRT PROT SUB/LIC 12 MO</b>		\$15.80	387	\$6,114.60
Estimated delivery if purchased today: Jun. 20, 2024 Contract # C00000009850 Customer Agreement # 071B6600111				
<b>ROYAL OAK CROWDSTRIKE ID THRT PROT SUB/LIC 12 MO</b>				
Estimated delivery if purchased today: Jun. 20, 2024 Contract # C00000009850 Customer Agreement # 071B6600111				

		Unit Price	Quantity	Subtotal
<b>ROYAL OAK CROWDSTRIKE FALCON DEV CNTRL BP SUB/LIC 12 MO</b>		\$3.28	450	\$1,476.00
Estimated delivery if purchased today:				
Jun. 20, 2024				
Contract # C000000009850				
Customer Agreement # 071B6600111				
Description	SKU	Unit Price	Quantity	Subtotal
ROYAL OAK CROWDSTRIKE FALCON DEV CNTRL BP SUB/LIC 12 MO	AD056735	-	450	-
<b>ROYAL OAK CROWDSTRIKE INSIGHT SUB/LIC 12 MO</b>		Unit Price	Quantity	Subtotal
Estimated delivery if purchased today:		\$0.00	450	\$0.00
Jun. 20, 2024				
Contract # C000000009850				
Customer Agreement # 071B6600111				
Description	SKU	Unit Price	Quantity	Subtotal
ROYAL OAK CROWDSTRIKE INSIGHT SUB/LIC 12 MO	AD056732	-	450	-
<b>ROYAL OAK CROWDSTRIKE DISCOVER SUB/LIC 12 MO</b>		Unit Price	Quantity	Subtotal
Estimated delivery if purchased today:		\$0.00	450	\$0.00
Jun. 20, 2024				
Contract # C000000009850				
Customer Agreement # 071B6600111				
Description	SKU	Unit Price	Quantity	Subtotal
ROYAL OAK CROWDSTRIKE DISCOVER SUB/LIC 12 MO	AD056731	-	450	-
<b>ROYAL OAK CROWDSTRIKE EXPRESS REM SUP 12 MO</b>		Unit Price	Quantity	Subtotal
Estimated delivery if purchased today:		\$3,024.06	1	\$3,024.06
Jun. 19, 2024				
Contract # C000000009850				
Customer Agreement # 071B6600111				
Description	SKU	Unit Price	Quantity	Subtotal
ROYAL OAK CROWDSTRIKE EXPRESS REM SUP 12 MO	AD056738	-	1	-
<b>ROYAL OAK CROWDSTRIKE FALCON ADVISORY OVERWATCH ID SUB/LIC 12 MO</b>		Unit Price	Quantity	Subtotal
Estimated delivery if purchased today:		\$9.07	387	\$3,510.09
Jun. 20, 2024				
Contract # C000000009850				
Customer Agreement # 071B6600111				
Description	SKU	Unit Price	Quantity	Subtotal
ROYAL OAK CROWDSTRIKE FALCON ADVISORY OVERWATCH ID SUB/LIC 12 MO	AD056739	-	387	-
<b>ROYAL OAK CROWDSTRIKE FALCON SPOTLIGHT SUB/LIC 12 MO</b>		Unit Price	Quantity	Subtotal
Estimated delivery if purchased today:		\$9.66	450	\$4,347.00
Jun. 20, 2024				
Contract # C000000009850				
Customer Agreement # 071B6600111				
Description	SKU	Unit Price	Quantity	Subtotal
ROYAL OAK CROWDSTRIKE FALCON SPOTLIGHT SUB/LIC 12 MO	AD056741	-	450	-

**ROYAL OAK CROWDSTRIKE UNIV LMS NCAP SUB LIC 12 MO**

\$0.00

2

\$0.00

Estimated delivery if purchased today:

Jun. 19, 2024

Contract # C000000009850

Customer Agreement # 071B6600111

Description	SKU	Unit Price	Quantity	Subtotal
ROYAL OAK CROWDSTRIKE UNIV LMS NCAP SUB LIC 12 MO	AD056740	-	2	-
		<b>Subtotal:</b>		<b>\$46,421.25</b>
		<b>Shipping:</b>		<b>\$0.00</b>
		<b>Estimated Tax:</b>		<b>\$0.00</b>
			<b>Total:</b>	<b>\$46,421.25</b>

## Important Notes

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### Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for thirty days from the date of this Quote. All product, pricing and other information is based on the latest information available and is subject to change. Supplier reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to [Tax\\_Department@dell.com](mailto:Tax_Department@dell.com) or [ARSalesTax@emc.com](mailto:ARSalesTax@emc.com), as applicable.

**Governing Terms:** This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at [www.dell.com/terms](http://www.dell.com/terms) or [www.dell.com/oemterms](http://www.dell.com/oemterms)), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

**Supplier Software Licenses and Services Descriptions:** Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on [www.Dell.com/eula](http://www.Dell.com/eula). Descriptions and terms for Supplier-branded standard services are stated at [www.dell.com/servicecontracts/global](http://www.dell.com/servicecontracts/global) or for certain infrastructure products at [www.dell.com/en-us/customer-services/product-warranty-and-service-descriptions.htm](http://www.dell.com/en-us/customer-services/product-warranty-and-service-descriptions.htm).

**Offer-Specific, Third Party and Program Specific Terms:** Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on [www.dell.com/offerspecificterms](http://www.dell.com/offerspecificterms) ("Offer Specific Terms").

**In case of Resale only:** Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

**In case of Financing only:** If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.

**<sup>^</sup>DELL BUSINESS CREDIT (DBC):** Offered to business customers by WebBank, who determines qualifications for and terms of credit. Taxes, shipping and other charges are extra and vary. The Total Minimum Payment Due is the greater of either \$20 or 3% of the New Balance shown on the statement rounded up to the next dollar, plus all past due amounts. Dell and the Dell logo are trademarks of Dell Inc.



## CROWDSTRIKE MUTUAL NON-DISCLOSURE AGREEMENT

This Mutual Non-Disclosure Agreement (this “**Agreement**”), is effective as of the date of the last signatory below (the “**Effective Date**”) and is entered into by and between CrowdStrike, Inc., a Delaware corporation, on behalf of itself and its affiliates receiving or disclosing confidential information (collectively, “CrowdStrike”) and the party named below in the signature area (each herein referred to individually as a “**Party**,” or collectively as the “**Parties**”). The Parties wish to explore a business opportunity of mutual interest (the “**Opportunity**”), and agree that any disclosure of Confidential Information (as defined below) in connection with the Opportunity will be governed by this Agreement.

### **1. CONFIDENTIAL INFORMATION**

A. *Definition.* “**Confidential Information**” means any non-public information regardless of form that is disclosed (directly or indirectly) by one Party (the “Discloser”) to the other Party (the “Recipient”) pursuant to this Agreement about a party’s business that is marked as confidential or proprietary or that by its nature or context constitutes information that a reasonable person would treat as proprietary or confidential, even if not so marked. Confidential Information may include, without limitation, research, product plans, products, services, equipment, customers, markets, software, inventions, processes, designs, drawings, formulations, specifications, product configuration information, marketing and finance documents, prototypes, samples, data sets, and equipment and any other non-public information relating to a Party’s business. Confidential Information may include information of a third party that is in the possession of Discloser and is disclosed to Recipient under this Agreement.

B. *Exceptions.* Confidential Information shall not, however, include any information that: (i) was publicly known or made generally available without a duty of confidentiality prior to the time of disclosure by Discloser to Recipient; (ii) becomes publicly known or made generally available without a duty of confidentiality after disclosure by Discloser to Recipient through no wrongful action or inaction of Recipient; (iii) is in the rightful possession of Recipient without confidentiality obligations at the time of disclosure by Discloser to Recipient as shown by Recipient’s then-contemporaneous written files and records kept in the ordinary course of business; (iv) is obtained by Recipient from a third party without an accompanying duty of confidentiality and without a breach of such third party’s obligations of confidentiality; or (v) is independently developed by Recipient without use of or reference to Discloser’s Confidential Information.

C. *Compelled Disclosure.* If Recipient becomes legally compelled to disclose any Confidential Information, Recipient will, if legally permissible, use reasonable efforts to: (i) provide Discloser prompt written notice, and (ii), assist Discloser in seeking a protective order or another appropriate remedy. If Discloser waives Recipient’s compliance with this Agreement or fails to obtain a protective order or other appropriate remedy, Recipient will furnish only that portion of the Confidential Information that is legally required to be disclosed; provided, that, any Confidential Information so disclosed shall maintain its confidentiality protection for all purposes other than such legally compelled disclosure.

**2. NON-USE AND NON-DISCLOSURE.** Recipient shall take the same degree of care (but not less than a reasonable degree of care) to safeguard Discloser’s Confidential Information from unauthorized use or disclosure that Recipient uses to protect its own confidential information of a similar nature. Recipient shall not use Discloser’s Confidential Information for any purpose except to evaluate and engage in discussions concerning the Opportunity. Recipient shall not, except as expressly set forth in the Section entitled *Compelled Disclosure*, disclose Discloser’s Confidential Information to anyone other than Recipient’s employees and consultants who have a need to know such information in order to evaluate or engage in discussions concerning the Opportunity and that are subject to obligations of confidentiality at least as protective of Discloser and its Confidential Information as the provisions of this Agreement. Recipient will be responsible for any violation of the terms of this Agreement by its employees and/or consultants. Recipient shall promptly notify Discloser of any unauthorized use or disclosure of Discloser’s Confidential Information of which Recipient becomes aware. Nothing in this Agreement is intended to grant any rights to Recipient under any of Discloser’s patents, mask work rights or copyrights, nor shall this Agreement grant Recipient any rights in or to the Confidential Information of Discloser except as expressly set forth in this Agreement. Recipient shall not reverse engineer, disassemble, or decompile any prototypes, software, samples, or other tangible objects that embody Discloser’s Confidential Information and that are provided to Recipient under this Agreement.

**3. RETURN OF MATERIALS.** All documents and other tangible objects containing or representing Confidential Information that Discloser disclosed to Recipient, and all copies or extracts thereof or notes derived therefrom that are in the possession of Recipient, shall be (i) and remain the property of Discloser, and (ii) promptly returned to Discloser or destroyed (with an officer's certification of such destruction) upon Discloser's written request. Notwithstanding the foregoing, Recipient may retain any Confidential Information that has been created electronically pursuant to automatic or ordinary course archiving, redundancy, back-up, security or disaster recovery systems or procedures; provided, however, that any such retained information shall remain subject to this Agreement.

**4. NO OBLIGATION.** Nothing in this Agreement shall obligate either Party to proceed with any transaction between them, and each Party reserves the right, in its sole discretion, to terminate the discussions contemplated by this Agreement concerning the Opportunity.

**5. NO WARRANTY.** ALL CONFIDENTIAL INFORMATION IS PROVIDED "AS IS." NEITHER PARTY MAKES ANY WARRANTIES, EXPRESS, IMPLIED OR OTHERWISE, REGARDING THE ACCURACY, COMPLETENESS OR PERFORMANCE OF ANY CONFIDENTIAL INFORMATION, OR WITH RESPECT TO NON-INFRINGEMENT OR OTHER VIOLATION OF ANY INTELLECTUAL PROPERTY RIGHTS OF A THIRD PARTY OR OF RECIPIENT.

**6. COMPLIANCE WITH LAWS.** Each Party agrees to comply with all laws and regulations that are directly applicable to such Party in connection with its performance under this Agreement, including, but not limited to, applicable export and import, and anti-corruption laws.

**7. TERM.** This Agreement commences on the Effective Date and continues until either Party gives written notice of termination to the other Party. The obligations of Recipient hereunder shall survive for a term of three (3) years from the date of Recipient's receipt of the corresponding Confidential Information; provided, however, that Confidential Information designated as a trade secret or qualifying as a trade secret under applicable law shall remain subject to the obligations herein so long as it remains a trade secret under applicable law.

**8. GOVERNING LAW AND VENUE.** This Agreement shall be governed by, construed, and enforced in accordance with the laws of the State of California, without regard to conflict of law principles. All disputes arising out of this Agreement will be subject to the exclusive jurisdiction and venue of the state and federal courts in Santa Clara County, California, and each Party consents to the personal jurisdiction thereof. Recipient agrees that any violation or threatened violation of this Agreement may cause irreparable injury to Discloser, entitling Discloser to seek injunctive relief in addition to all legal remedies.

**9. ASSIGNMENT.** This Agreement shall bind and inure to the benefit of the Parties and their respective successors and permitted assigns. Neither Party may assign or otherwise transfer this Agreement without the prior written consent of the other Party; except that either Party may assign this Agreement without consent in connection with a merger, reorganization, consolidation, change of control, or sale of all or substantially all of the assets to which this Agreement pertains; provided, that the assigning Party provides prompt written notice to the other Party of any such permitted assignment. Any assignment or transfer of this Agreement in violation of the foregoing shall be null and void.

**10. MISCELLANEOUS.** This Agreement contains the entire agreement between the Parties with respect to the Confidential Information disclosed pursuant to this Agreement and supersedes all prior or written agreements concerning such Confidential Information. If a court or other body of competent jurisdiction finds any provision of this Agreement, or portion thereof, to be invalid or unenforceable, such provision will be enforced to the maximum extent permissible so as to effect the intent of the Parties, and the remainder of this Agreement will continue in full force and effect. No provision of this Agreement may be amended or otherwise modified except by a writing signed by the Parties to this Agreement. No provision of this Agreement may be waived except by a writing executed by the Party against whom the waiver is to be effective. This Agreement may be executed in two counterparts, each of which will be considered an original but all of which together will constitute one agreement. Any signature delivered by electronic means shall be treated for all purposes as an original.

The Parties by their duly authorized representatives have executed this Mutual Non-Disclosure Agreement to be effective as of the Effective Date.

**CROWDSTRIKE, INC.**

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

*Elizabeth Kelly*

Name: Elizabeth Kelly

Title: Director, Contracts

Date: 5/7/2024

**PARTY NAME:** City of Royal Oak

DocuSigned by:

*Craig Dragna*

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

Name: Craig Dragna

Title: Interim Manager of Information & Comm Tech.

Date: 5/7/2024

Send notices to:

150 Mathilda Place, 3<sup>rd</sup> Floor

Sunnyvale, CA 94086

With a copy to: [legal@crowdstrike.com](mailto:legal@crowdstrike.com)

Notice Address:

Address: 203 S. Troy Street

City: Royal Oak State: MI Zip: 48067

Country: United States

Attn: Craig Dragna



## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	Approval of Administrative Rules Change for Executive Department Heads	
<b>SUBMITTING DEPARTMENT</b>	City Manager	
<b>PRESENTER</b>	Mark Wollenweber	
<b>MEETING DATE</b>	July 8, 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,*

I am recommending approval of extending the same salary increases that have been given to the various collective bargaining units groups to the Executive Department Heads. The Mayor and City Commissioners have already approved the contract agreements with all of the groups effective with the first pay of July 1, 2024. Note the Executive Department Heads are not a bargaining unit. Their administrative rules are set by the city manager with the approval of the City Commission. I have met with each of the members except two on vacation to go over their accomplishments and to review their plans for the upcoming year.

---

### Fiscal Impact

BUDGET SUMMARY	
<b>EXPENDITURE REQUIRED</b>	
<b>AMOUNT CURRENTLY BUDGETED</b>	
<b>BUDGET AMENDMENT REQUIRED</b>	<b>Total is contained in the individual personnel line items in each department's 2024 Commission approved budget.</b>
<b>FUNDING SOURCE/ GL NUMBER</b>	
<b>WAS THIS A BUDGETED EXPENSE?</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

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

No fiscal impact  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.)*

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.*

---

## COMMUNITY ENGAGEMENT

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

Not applicable

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## BOARD AND COMMISSION FEEDBACK

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

Not applicable

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## LEGAL COMMENTS

### PROPOSED COMMISSION RESOLUTION:

**BE IT RESOLVED**, the Royal Oak City Commission hereby approves the interim city manager's recommended changes to the budgeted salary for the Executive Department Heads.

FUND IMPACTED:	
	INCREASE (DECREASE)
<b>APPROPRIATIONS:</b>	
{dept/ACCT. #/ACCT. name}	\$
{dept/ACCT. #/ACCT. name}	\$
.	\$
<b>TOTAL APPROPRIATIONS</b>	\$
<b>NET INCREASE (DECREASE) TO FUND BALANCE</b>	\$



## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	Consideration for Approval of the Commission for the Arts Bylaws	
<b>SUBMITTING DEPARTMENT</b>	City Manager	
<b>PRESENTER</b>	Susan Barkman	
<b>MEETING DATE</b>	July 8, 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 Commission for the Arts has existed for over 10 years, and during that time has not had bylaws. The [ordinance](#) that created the board does have a lot of information in that some other boards do not and perhaps that led to not having bylaws.

Per the City Commission's direction that all groups have bylaws the Commission for the Arts pursued drafting bylaws for the first time. The group used the previously approved model bylaws as a guide and refined them with content from the ordinance, and their existing practices.

---

### Fiscal Impact

BUDGET SUMMARY	
<b>EXPENDITURE REQUIRED</b>	0
<b>AMOUNT CURRENTLY BUDGETED</b>	0
<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.)

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.

---

### **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.*

Supports the strategic plan goal to have Welcoming, Engaged, and Livable Community – Opportunities for Volunteerism and the boards and commissions review process.

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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 was conducted on model bylaws.

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### **BOARD AND COMMISSION FEEDBACK**

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

The Commission for the Arts has reviewed and recommended approval by the City Commission at the June 17, 2024 meeting.

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### **LEGAL COMMENTS**

### **PROPOSED COMMISSION RESOLUTION:**

**BE IT RESOLVED**, the Royal Oak City Commission hereby approves the bylaws of the Commission for the Arts.

### **ATTACHMENTS:**

**1 – Bylaws**

**CITY OF ROYAL OAK**  
**Commission for the Arts**

**Approved Date Approved by City Commission**

**I. NAME**

The name of this commission is the Commission for the Arts.

**II. PURPOSE**

As established by Chapter 36 of City of Royal Oak Code of Ordinances, the purpose of the Commission for the Arts shall be to "develop a plan to encourage artists and promote public art in Royal Oak" as part of a greater community goal to "preserve neighborhoods by encouraging community involvement and family activities; and further, to be recognized as a destination for entertainment, recreation and cultural opportunities."

The Commission for the Arts shall comply with all federal, Michigan and Royal Oak laws.

**III. MEMBERSHIP AND VACANCIES**

- a. The Commission for the Arts shall be made up of seven (7) voting members who have experience or interest in the propagation, creation, design, performance, instruction, or study of the arts. One of the seven voting members shall be a member of the City Commission. Commission members shall be appointed by the Mayor and confirmed by the City Commission for terms of three years. Members of the Commission shall be eligible for reappointment. Term limits, appointments, reappointments, appointment terminations, and vacancy rules are subject to applicable ordinance provisions. Vacancies shall be filled by appointment by the Mayor and confirmation by the City Commission.
- b. All members shall be appointed by the City Commission consistent with Chapter 12, Appointments to Advisory Boards, Commissions and Committees, of the City of Royal Oak Code of Ordinances, also known as the Appointments Ordinance.
  - i. The staff ex-officio member shall notify the City Clerk of any vacancies on the Commission who will forward any vacancies to the City Commission for consideration to fill any vacancies.
  - ii. The Commission for the Arts members shall keep the City Clerk's office informed of changes in their names, addresses, phone

number, email address or other basic contact information or anything that might change their status as a commission member.

- iii. Members appointed to fill a vacancy shall hold office for the original term of the vacancy as set by the City Commission and/or the Appointments Ordinance.
- iv. Members shall comply with ordinances relating to attendance as described in Chapter 12.

#### **IV. OFFICERS**

The Commission for the Arts shall elect a chair, vice chair, and any other officers deemed necessary.

- a. Chair: The chair shall preside over the meeting and serve as a voting member
- b. Vice-Chair: The vice-chair shall perform the duties of chair in their absence.
- c. Staff Ex-Officio: The staff ex-officio member, who is appointed by the City Manager or their designee, shall serve as the secretary and record the minutes.

Term: All members, except for the staff ex-officio member, shall serve a three (3) year term.

Qualifications to be an officer: Officers shall be members of the Commission for the Arts.

The Commission for the Arts has the authority to remove a member from being an officer of the Commission for the Arts but does not have the authority to remove them from the Commission for the Arts. The Commission for the Arts may remove a member from being an officer, by motion, second, and the concurring affirmative vote of four (4) members of the Commission for the Arts.

#### **V. NOMINATIONS AND ELECTIONS OF OFFICERS**

The Commission for the Arts shall hold the election of officers annually in January, nominations for which shall be accepted at the January meeting. Any member of the Commission for the Arts may be nominated if they meet the requirements determined in Section IV, qualifications of officers.

Members may nominate themselves or any other appointed member of the Commission for the Arts.

The affirmative vote of the majority of members present for the election shall be required to be elected as an officer.

## **VI. CODE OF CONDUCT**

In general, the use of good judgment, based on high ethical principles, will guide the officers and members of Commission for the Arts with respect to lines of acceptable conduct. The successful operation and reputation of Royal Oak boards and commissions is built upon the principles of fair dealing and ethical conduct of members. Integrity and excellence require careful observance of the spirit and letter of all applicable laws and personal integrity. Failure to abide by these basic principles may result in removal from the Commission for the Arts by the City Commission.

The Commission for the Arts is committed to a high standard of ethics and appointed members shall recuse themselves in the event of a conflict of interest in which they have a direct financial benefit from the item being presented and action taken.

## **VII. MEETINGS**

### **a. Meeting Schedule**

Regular Meetings. The Commission for the Arts shall adopt a schedule of regular meetings for the next year no later than the final meeting of the calendar year.

Special Meetings. Special meetings of the Commission for the Arts may be called by the chair or by two members of the Commission for the Arts in accordance with the Michigan Open Meetings Act. The Commission for the Arts shall notify the staff liaison of all special meetings reasonably in advance of the scheduled meeting so that the notice of the meeting shall be timely published as required by the Open Meetings Act.

All meetings of the Commission for the Arts shall be subject to the Michigan Open Meetings Act, Act 267 of the Public Acts of 1976, MCL 15.261 et seq.

### **b. Order of Business.** All meetings shall be conducted to conform to the following order:

1. Call to order
2. Public Comment
3. Agenda Approval

- 4. Minutes Approval
- 6. Business Items
- 7. Subcommittee/Program Reports
- 8. General Announcements
- 9. Social Media
- 10. Adjournment

- c. Quorum. A minimum of four (4) members of the Commission for the Arts shall constitute a quorum.
- d. Minutes. The staff ex-officio member shall be responsible for taking minutes and act as the records custodian for the Commission for the Arts.
- e. Action. All action by the Commission for the Arts shall be made by motion adopted by the concurring affirmative vote of majority of members present unless otherwise required by ordinance or state ordinance.
- f. Public Comment. The board shall follow the city commission's standard procedure for public comment. The chair has the ability to extend the three minutes per person limit.

## **VIII. PARLIAMENTARY AUTHORITY**

Parliamentary authority for the Commission for the Arts is governed by Robert's Rules of Order. In case of conflict between these bylaws and the Robert's Rules of Order, these bylaws control. In case of conflict between these bylaws and any city ordinance, the city ordinance controls. In case of conflict between city ordinance and state law, the state law controls.

## **IX. ADOPTION OR AMENDMENT OF BYLAWS**

- a. The Commission for the Arts makes a recommendation to adopt the bylaws to the Royal Oak City Commission. A recommendation to adopt, modify or repeal the bylaws shall be approved by two-thirds of the entire membership of the Commission for the Arts.
- b. The Royal Oak City Commission has the authority to approve, amend, or repeal these bylaws.
- c. The Commission for the Arts shall review these bylaws annually in January. If there are no proposed amendments then no action is needed.

## **X. GENERAL PROVISIONS**

No member of the board shall order or instruct city staff members to perform any service or duty. If a board feels that they are inadequately supported they can address that through the staff liaison and the city manager.

## **XI. MICHIGAN FREEDOM OF INFORMATION ACT COMPLIANCE MANDATORY**

The Commission for the Arts shall comply with the Michigan Freedom of Information Act (FOIA) [Public Act 422 of 1976, MCL § 15.231 et seq.] and the city's current FOIA policy. The City Clerk and Human Resource Director shall assist the Commission for the Arts in compliance.

## **XII. MICHIGAN OPEN MEETINGS ACT COMPLIANCE MANDATORY**

The Commission for the Arts shall comply with the Michigan Open Meetings Act (OMA) [Public Act 267 of 1976, MCL § 15.261 et seq.].

## **XIII. ACCESSIBILITY**

Anyone planning to attend a public meeting of the Commission for the Arts 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 or email [CityClerk@romi.gov](mailto:CityClerk@romi.gov) at least two (2) business days prior to the meeting so that the city can support the full participation of members of the community.

## **XIV. Annual Report**

The Commission for the Arts shall complete an annual report in compliance with the ordinance.

**CITY OF ROYAL OAK**  
**TRAINING EVALUATION FORM**

Name: Gillian Goldblatt

Department: Library

Name of Event: Public Library Association Conference

Dates: From 4/2/2024 To 4/6/2024 Number of Days: 5

Total Expense: \$542.93 (Total of all expenses from Expense Report less expenses not eligible for reimbursement)

Please rate the overall quality of this conference/training/workshop:

Exceptional  Good  Average  Poor

Please rate the usefulness of this conference/training/workshop to the work you do or your career development:

Exceptional  Good  Average  Poor

Why did you attend this conference, training, or workshop?

I attended the Public Library Association Conference (PLA) because it's considered such a staple of our professional field. It's known for revitalizing librarians and giving them a renewed zeal for their jobs. It's also known as a place to share ideas, and network, so then you can head back to your library and enact these ideas in ways that can benefit your community. I was absolutely thrilled to go because I was so interested in deepening my understanding of how I approach my job.

What did you learn or gain from attending this conference, training, or workshop?

I learned so so much! One lecture I attended that I found especially intriguing was "We See You: Preprogramming for Adults with Intellectual and Developmental Disabilities", adults with these disabilities are so often forgotten, and a library's normal programming often excludes them (though not intentionally!). Doing specialized programming, such as story times, book clubs, and sensory friendly activities can be an incredible way to reach that community but still respect their identity as adults who want to engage with the library. Another one I found very affecting and relevant was "Indigenizing the Library: How Idaho Created a Statewide Training for Indigenous Inclusion", the state of Michigan has twelve federally recognized tribes within its borders, and they are our patrons. It was such an inspiration to go to this lecture and hear about how the Idaho public library created relationships with the tribes in their state, educated themselves thoroughly, and used this to improve their library branch collections, and interactions with patrons. Beyond simply the incredible lectures I attended, I feel more invigorated coming back home. I feel like I can do even more to better our community and the lives of my fellow staff members, and I love that.

Would you recommend that others attend this conference, training, or workshop?

I would highly recommend that others attend PLA in the future. It is unbelievable how wonderful it is to be surrounded by people that share similar passions and interests as you. I think it is an incredibly easy thing to feel mired in a job, and to get stuck in a rut if you do similar tasks day in and day out. I feel enriched by the lectures I attended, and the conversations I had, and I'd wish that for any of my colleagues in the future.

Additional Comments:

RECEIVED

APR 15 2024

FINANCE DEPARTMENT

For Police Department Use Only			
Approved by Staff Supervisor:		Approved by Training Coordinator:	
Signature	Date	Signature	Date

\*The information collected above will be reviewed by the City Manager and City Commission

**CITY OF ROYAL OAK**  
**TRAINING EVALUATION FORM**

Name: Chris Hefty Department: Treasury

Name of Event: CPFIM (Certified Public Funds Investment Manager) Training from APT (Association of Public Treasurers of the U.S. & Canada)

Dates: From Tue 3/19/24 To Wed 3/20/24 Number of Days: 2

Total Expense: \$299.00 (Total of all expenses from Expense Report less expenses not eligible for reimbursement)

Please rate the overall quality of this conference/training/workshop:

Exceptional  Good  Average  Poor

Please rate the usefulness of this conference/training/workshop to the work you do or your career development:

Exceptional  Good  Average  Poor

Why did you attend this conference, training, or workshop?

To re-familiarize myself with the technical details of investing, with a heavy focus on bonds. In addition, to develop new tools and learn about new developments.

What did you learn or gain from attending this conference, training, or workshop?

I feel much more prepared to skillfully invest in bonds now. I was refreshed on topics that I have used little since I graduated, but may soon become critically important if I take on a more active role in investing treasury funds. In addition, my college education tended to place a heavier emphasis on riskier investments like equities and options, so the heavy focus on low-risk bonds in this class is particularly useful.

RECEIVED

APR 16 2024

FINANCE DEPARTMENT

Would you recommend that others attend this conference, training, or workshop?

Yes.

Additional Comments:

For Police Department Use Only	
Approved by Staff Supervisor:	Approved by Training Coordinator:
Signature	Signature
Date	Date

\*The information collected above will be reviewed by the City Manager and City Commission

Form T-3 0103

**CITY OF ROYAL OAK**  
**TRAINING EVALUATION FORM**

Name: Vincent Morales Department: Building

Name of Event: Tri-County Plumbing Inspectors Association-Name That Plumbing Code Violation MPC 2018

Dates: From 4/16/2024 To 4/16/2024 Number of Days: 1

Total Expense: \$30.00 (Total of all expenses from Expense Report less expenses not eligible for reimbursement)

Please rate the overall quality of this conference/training/workshop:

Exceptional  Good  Average  Poor

Please rate the usefulness of this conference/training/workshop to the work you do or your career development:

Exceptional  Good  Average  Poor

Why did you attend this conference, training, or workshop?

Required training to maintain State of Michigan Public Act 407 registrations.

What did you learn or gain from attending this conference, training, or workshop?

Name That Plumbing Code Violation MPC 2018

RECEIVED

APR 17 2024

FINANCE DEPARTMENT

Would you recommend that others attend this conference, training, or workshop?

Yes

Additional Comments:

<b>For Police Department Use Only</b>		
Approved by Staff Supervisor:	Approved by Training Coordinator:	
Signature	Date	Signature
		Date

\*The information collected above will be reviewed by the City Manager and City Commission

Form T-3 0103

**CITY OF ROYAL OAK**  
**TRAINING EVALUATION FORM**

Name: Vanessa Stojkovski Department: Treas

Name of Event: MMTA Basic Training

Dates: From 4/21/2024 To 4/26/2024 Number of Days: 6

Total Expense: \$235.70 (Total of all expenses from Expense Report less expenses not eligible for reimbursement)

Please rate the overall quality of this conference/training/workshop:

Exceptional  Good  Average  Poor

Please rate the usefulness of this conference/training/workshop to the work you do or your career development:

Exceptional  Good  Average  Poor

Why did you attend this conference, training, or workshop?

This was year 2 of 3 for MMTA Basic Training. I am working towards my certification of Michigan Certified Professional

Treasurer.

What did you learn or gain from attending this conference, training, or workshop?

There was a lot of networking during the week. A lot of useful information to bring back to our office. A few of the sessions

that we covered were Communication and Conflict Management, How Inflation Affects Treasurer Responsibilities,

ChatGPT/AI, and Bank Ratings/ACH.

Would you recommend that others attend this conference, training, or workshop?

Yes, I believe it's a great program for individuals who want to gain more training to better understand their day to day jobs.

**RECEIVED**

Additional Comments:

APR 30 2024

FINANCE DEPARTMENT

*\*The information collected above will be reviewed by the City Manager and City Commission*

Form T-3 0103

**CITY OF ROYAL OAK**  
**TRAINING EVALUATION FORM**

Name: Vincent Morales Department: Building

Name of Event: Tri-County Plumbing Inspectors Association-Medical Gas and Vacuum Systems

Dates: From 5/21/2024 To 5/21/2024 Number of Days: 1

Total Expense: \$30.00 (Total of all expenses from Expense Report less expenses not eligible for reimbursement)

Please rate the overall quality of this conference/training/workshop:

Exceptional  Good  Average  Poor

Please rate the usefulness of this conference/training/workshop to the work you do or your career development:

Exceptional  Good  Average  Poor

Why did you attend this conference, training, or workshop?

Required training to maintain State of Michigan Public Act 407 registrations.

What did you learn or gain from attending this conference, training, or workshop?  
Technical information on medical gas and vacuum systems per NFPA 99 2018, MPC 2021

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MAY 22 2024

FINANCE DEPARTMENT

Would you recommend that others attend this conference, training, or workshop?

Yes

Additional Comments:

For Police Department Use Only			
Approved by Staff Supervisor:		Approved by Training Coordinator:	
Signature	Date	Signature	Date

*\*The information collected above will be reviewed by the City Manager and City Commission*

Form T-3 0103

**CITY OF ROYAL OAK**  
**TRAINING EVALUATION FORM**

Name: Christopher Hefty Department: Treasury

Name of Event: BS&A Tax Level I Class & Level II Class

Dates: From Tue 5/7/24 To Wed 5/8/24 Number of Days: 2

Total Expense: \$300.00 (Total of all expenses from Expense Report less expenses not eligible for reimbursement)

Please rate the overall quality of this conference/training/workshop:

Exceptional  Good  Average  Poor

Please rate the usefulness of this conference/training/workshop to the work you do or your career development:

Exceptional  Good  Average  Poor

Why did you attend this conference, training, or workshop?

To gain familiarity with setting up a new tax roll in BS&A's tax module, and learn of any new changes.

What did you learn or gain from attending this conference, training, or workshop?

We walked through the entire process of creating a new tax roll, pointing out any useful features or potential problems that could be encountered along the way. Both classes came with several instructional PDF documents. We went through in detail, which was necessary because they had been created several years ago and the instructor needed to describe how new updates had changed things.

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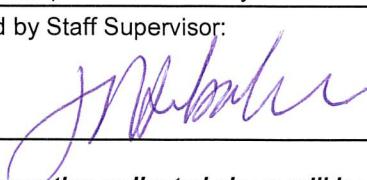
MAY 29 2024

FINANCE DEPARTMENT

Would you recommend that others attend this conference, training, or workshop?

This set of knowledge is for a very specific set of tasks that almost no one other than myself at the city will need to perform. For anyone who is tasked with setting up new tax rolls, yes, I would recommend it.

Additional Comments:

For Police Department Use Only			
Approved by Staff Supervisor:	Approved by Training Coordinator:		
		Signature	
Signature	Date	Signature	Date

\*The information collected above will be reviewed by the City Manager and City Commission

Form T-3 0103

**CITY OF ROYAL OAK**  
**TRAINING EVALUATION FORM**

Name: Marlisa Gunther Department: HR

Name of Event: Society of Human Resources Management Annual Conference

Dates: From 6/23/2024 To 6/26/2024 Number of Days: 4

Total Expense: \$333.26 (Total of all expenses from Expense Report less expenses not eligible for reimbursement)

Please rate the overall quality of this conference/training/workshop:

Exceptional  Good  Average  Poor

Please rate the usefulness of this conference/training/workshop to the work you do or your career development:

Exceptional  Good  Average  Poor

Why did you attend this conference, training, or workshop?

I am a paid member of SHRM (Society of HR Management). Offers a wealth of knowledge for me as a person and an HR professional.

What did you learn or gain from attending this conference, training, or workshop?

I was able to attend 13 sessions that I choose and 4 general sessions with keynote guest speakers. I was also able to meet with vendors that offer a wide range of innovative HR-related products, services, technology, and solutions. Some session topics - AI, recruiting, total compensation trends, succession planning, performance measures, leadership training/coaching, HR mental health, etc. The conference allows for easy networking opportunities with people in the public sector/non-profit industry.

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JUL 01 2024

FINANCE DEPARTMENT

Would you recommend that others attend this conference, training, or workshop?

Yes - non members are eligible to attend. Management could benefit from any HR conference as it gives insights as to what you might have to prepare for in the future of work (mental health, leadership, communication, conflict resolution, etc.)

Additional Comments:

With attending I have access to powerpoints/videos I am able to share with my HR team.

For Police Department Use Only			
Approved by Staff Supervisor:		Approved by Training Coordinator:	
Signature	Date	Signature	Date

\*The information collected above will be reviewed by the City Manager and City Commission

Form T-3 0103



## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	<b>Request For American Rescue Plan Act Funds For Arts, Beats, and Eats Dining Promotion Initiatives</b>	
<b>SUBMITTING DEPARTMENT</b>	<b>City Manager</b>	
<b>PRESENTER</b>	<b>Mark Wollenweber</b>	
<b>MEETING DATE</b>	<b>July 8, 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

The city manager's office has received a request for the use of American Rescue Plan Act (ARPA) Funds to incorporate four Royal Oak Dining Promotion Initiatives to benefit local businesses, mainly restaurants, for the 2024 Arts, Beats, and Eats Festival (ABE). Included in the four programs and amounts requested are listed below and described in detail in the attachment. Mr. Witz will be available for questions at the July 8, 2024, City Commission Meeting.

ABE Royal Oak Restaurant Participation and Kids Zone Activities - Request \$55,000.00  
Royal Oak "Back-to-School" Students Eat Free - Request \$30,000.00  
Royal Oak Pink Drink Campaign - Request \$15,000.00  
Royal Oak Strolling Dinner - Request \$15,000.00

Staff is in the process of updating the ARPA funds quarterly report for the period ending on June 30, 2024. Departments do have time to submit invoices related to the funds and have expenses attributed to the previous fiscal year, so we anticipate that to come in late August.

Per the finance staff, most ARPA funds have already been allocated. Several of the projects that were allocated funding are construction projects already have estimated overage. Much of the unallocated funds must help cover those overages.

No matter how the City Commission wants to move forward this evening funding requests utilizing these funds in the future should be considered carefully, as there is limited additional resources.

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### Fiscal Impact

<b>BUDGET SUMMARY</b>	
<b>EXPENDITURE REQUIRED</b>	<b>\$115,000.00</b>

<b>AMOUNT CURRENTLY BUDGETED</b>	<b>\$0.00</b>
<b>BUDGET AMENDMENT REQUIRED</b>	<b>\$115,000.00 (BA between dept; net -0-effect on FB)</b>
<b>FUNDING SOURCE/ GL NUMBER</b>	<b>ARPA</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.)*

This item would not generate revenue.

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

This item does not generate a significant new workload impact. Staff will work in accordance with the City Commission's direction to develop any agreements.

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

No operational impact.

**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.*

Supporting this request would align with the City's strategic plan to create and sustain a vibrant local economy through improving relations between our local businesses and cultural and entertainment event promoters.

**COMMUNITY ENGAGEMENT**

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

ABE staff would create most of the community engagement for the programs as part of their overall communication strategy for ABE. The City would assist in promoting it along with ABE as we have with the festival each year.

**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:*

No City advisory boards or commission engaged in discussion regarding this request.

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## **LEGAL COMMENTS**

### **PROPOSED COMMISSION RESOLUTION:**

**BE IT RESOLVED**, the Royal Oak City Commission hereby requests staff to reallocate \$115,000 of American Rescue Plan Act funds to support the Arts, Beats and Eats programs Restaurant Participation and Kids Zone Activities, Royal Oak “Back-to-School” Students Eat Free, Royal Oak Pink Drink Campaign, and the Strolling Dinner; and

**BE IT FINALLY RESOLVED**, the Royal Oak City Commission hereby directs the City Attorney to review the programs and provide an amendment to the ABE Festival Agreement between the City and ABE.

### **ATTACHMENTS:**

Royal Oak Dining Promotions Proposal for ARPA Funding

# Royal Oak Dining Promotions

Proposal for ARPA Funding

# Initiatives

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Arts, Beats & Eats – Royal Oak  
Restaurant Participation + Kids  
Zone Activities



Royal Oak “Back-to-School”  
Students Eat Free



Royal Oak Pink Drink  
Campaign



Strolling Dinner



# Arts, Beats & Eats

## Royal Oak Restaurant Participation + Kids' Zone Activities

# Arts, Beats & Eats – Royal Oak Restaurant Participation

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- Funding will support booth fees for seventeen local Royal Oak restaurants for booth spaces and catering
- Value to Royal Oak Restaurants: \$37,500 in booth fee savings
- Projected revenue to Royal Oak restaurants from participation is more than \$250,000

**Investment: \$37,500**

# Arts, Beats & Eats – Royal Oak Restaurant Participation

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- Funding will keep Kids Zone Inflatable Activities free for families all weekend.
- Revenue gets paid directly to Inflatable Playscapes, a woman owned, minority business
- Free Kids Zone activities has a 3-year history, with an approximate savings of \$40,000 annually for families.

**Investment: \$12,500**

**Total Investment: \$55,000 to Arts, Beats & Eats for direct payout to restaurants and inflatable playscapes**



# Royal Oak “Back-to-School” Students Eat Free

# Royal Oak “Back-to-School” Students Eat Free

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In partnership with Royal Oak Schools and the Royal Oak Restaurant Association, this promotion will provide value to Royal Oak families with students while promoting dining in downtown Royal Oak.

- **Dates:** September 9 – 15
- **Students (18 and under)** get a free kids meal with the purchase of an adult meal
- **Restaurants are reimbursed \$5/kids meal**
- **Available during the week all day and lunch only on the weekends**
- **Restaurants can make special menus with 3–5 options that include an entree and either a small dessert (preferable) or side salad – aiming for about a \$12 value**

# Royal Oak “Back-to-School” Students Eat Free

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## **Budget:**

- **\$20,000 for meal reimbursement (4,000 projected meals at \$5 per child)**
- **\$7,500 for program management**
- **\$2,500 for vouchers, website, marketing**

**Investment: \$30,000**

# Royal Oak Pink Drink Campaign

# Royal Oak Pink Drink Campaign

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In partnership with the Royal Oak Restaurant Association, this promotion will feature signature pink drinks in honor of Breast Cancer Awareness month in October 2024. Promotes Royal Oak restaurants in positive community light.

- Royal Oak restaurants offer unique pink drinks for both adults and kids.
- \$1 per kid's drink (pink lemonade, grapefruit and club soda) and \$2 per alcoholic beverage to the American Cancer Society.
- Incentive for folks wearing pink will be explored with Royal Oak Restaurant Association (possible 10% off for anyone wearing pink plus \$1 per meal donation)
- Staff at bars and restaurants encouraged to wear pink
- Celebrity Guest Bartenders make appearances throughout the month (including Royal Oak public officials)
- Partnership with American Cancer Society to have supportive signage in each location.
- \$8,000 goes to marketing and \$7,000 goes to management of program.
- Goal to Raise \$40,000 for Breast Cancer Research

Investment: \$15,000

# Royal Oak Strolling Dinner



# Royal Oak Strolling Dinner

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This August promotion would feature four Washington Street Restaurants doing a trial run of Royal Oak Strolling Dinner that could lead to a five event and twenty locations implemented in spring and summer of 2025.

- Feature 3-course meal and nightcap beverage at 4 Washington Street restaurants during weeknight, which is typically slower for restaurants.
- Each course and beverage is served at a different restaurant and includes a salad/appetizer, main course, dessert, and after-dinner drink.
- The goal of the dinner is to bring a higher-end dining crowd and allow guests to experience a variety of Royal Oak restaurants in one evening.
- Possible charity contribution from proceeds to local non-profit.
- Goal is to have 200 diners on a weeknight with different staggered start times based on the restaurants' capacities.
- With a successful trial run, the goal is to increase the program to five strolling dining events in 2025 featuring 16 restaurants and 4 drinking establishments.

Investment: \$15,000



# Thank you

---

**Jon Witz**

Jonathan Witz & Associates

248-225-1212 | [jon@artsbeatseats.com](mailto:jon@artsbeatseats.com)

**Stephanie McIntyre**

SAM Event Management

810-772-6603 | [stephmcin@gmail.com](mailto:stephmcin@gmail.com)



## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	<b>Approval of Piano Project Agreements</b>	
<b>SUBMITTING DEPARTMENT</b>	<b>City Manager</b>	
<b>PRESENTER</b>	<b>Alayna Brasch</b>	
<b>MEETING DATE</b>	<b>June 10, 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** In 2016 the Commission for the Arts (CFA) launched a summertime pilot program of sourcing painted pianos to put on the streets of Royal Oak for people to play together. This project provides a great opportunity for the CFA and city staff to raise awareness of the arts throughout the summer.

The placement of the pianos shall be for limited periods, beginning approximately May 24, 2024, and ending November 1, 2024. The site owners understand and accept that the pianos might be hand painted at some point after they have been dropped off. The city will take precautions to ensure that the paint will not splash, splatter or spill during the painting process.

This site owners understand and accept that this is a community engagement program and the pianos are intended to be played by the public. Site owners accept and understand that this may result in the piano frequently making noise and that the site owners shall not otherwise prohibit or limit the playing of the piano.

The city shall be responsible for installation and removal of the pianos including transportation to and from the sites. The piano placements shall not block or interfere with ADA compliance standards. The city will provide signage related to the pianos to be placed near or on the piece.

This year, the CFA approved of six agreements and two additional locations for the program. The CFA is now seeking approval of the following location agreements:

### 2024 - LOCATIONS

Number and Piano Name:	Business Name:	Address:
1. Space	Holiday Market (SOLID)	1203 South Main Street Royal Oak, 48067
2. Detroit	The Detroit School of Rock and Pop Music (SOLID)	1109 South Washington Ave., Royal Oak, 48067
3. Mother Earth (Gaia)	Guitar Hi-Fi (SOLID)	607 South Washington Ave., Royal Oak, 48067
4. Aschenputtel (Cinderella) (Strawberry Milk)	Write Impressions (SOLID)	407 South Washington Ave., Royal Oak, 48067
5. Dave (Random Collage)	Granite Networks (SOLID)	317 E. 4th St, Royal Oak, MI 48067
6. Mother Nature	526 Main Piano Bar (SOLID)	526 S Main St, Royal Oak, MI 48067
7. The Woods	Henry Ford Building - Centennial Commons	
8. Garden - 2023	Royal Oak Farmers Market	316 E Eleven Mile Rd, Royal Oak, MI 48067

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### Fiscal Impact

BUDGET SUMMARY	
<b>EXPENDITURE REQUIRED</b>	<b>0</b>
<b>AMOUNT CURRENTLY BUDGETED</b>	<b>0</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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No

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

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

**REVENUE IMPACT:** The money being used for the paint supplies for this project comes from the ROCFA's budget.

**WORKLOAD IMPACT:** Minimal work impact for staff. Jason Gittinger coordinates many aspects of this program.

**OPERATIONS IMPACT:**

None.

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

With regard to the strategic plan, this item fosters social engagement, civic pride, and community loyalty. The action step this item supports: "Continue to build more opportunities to display art within the community and evaluate the maintenance needs for the pieces the city owns."

**COMMUNITY ENGAGEMENT**

The project itself creates the opportunity for community engagement.

**BOARD AND COMMISSION FEEDBACK**

The ROCFA is a proud supporter of the Royal Oak Piano Project allocating their volunteer time and funding for some supplies.

**LEGAL COMMENTS**

**PROPOSED COMMISSION RESOLUTION:**

**WHEREAS**, the Commission for the Arts has recommended approval of the 2024 Public Piano Project Agreements.

**BE IT RESOLVED**, the Royal Oak City Commission hereby approves of the agreement with Holiday Market (Craig Mangold) for a piano to be placed at 1203 South Main Street for the 2024 Public Piano Project.

**BE IT RESOLVED**, the Royal Oak City Commission hereby approves of the agreement with The Detroit School of Rock and Pop Music (Jason Gittinger) for a piano to be placed at 1109 South Washington Ave. for the 2024 Public Piano Project.

**BE IT RESOLVED**, the Royal Oak City Commission hereby approves of the agreement with Guitar Hi-Fi (Kirk Reedy) for a piano to be placed at 607 South Wahington Ave. for the 2024 Public Piano Project.

**BE IT RESOLVED**, the Royal Oak City Commission hereby approves of the agreement with Write Impressions (Lori London) for a piano to be placed at 407 South Washington Ave. for the 2024 Public Piano Project.

**BE IT RESOLVED**, the Royal Oak City Commission hereby approves of the agreement with Granite Networks (Blaine Tillander) for a piano to be placed at 317 East 4<sup>th</sup> Street for the 2024 Public Piano Project.

**BE IT RESOLVED**, the Royal Oak City Commission hereby approves of the agreement with 526 Main Piano Bar (Tony Yasbeck) for a piano to be placed at 526 South Main Street for the 2024 Public Piano Project.

**BE IT FURTHER RESOLVED**, the City Commission authorizes the Mayor and the Clerk to sign the six 2024 piano project location agreements and approves the two city property locations related to the Painted Piano Project locations.

**ATTACHMENTS:**

6 Agreements for piano locations.

## INSTALLATION AGREEMENT

### Piano Project

Presented by the Royal Oak Commission for the Arts

This Agreement is entered into this 20th day of May 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 Granite Networks Granite Networks (the "Site Owner") for the participation in the 2024 Royal Oak Piano Project.

**WHEREAS**, the City, through its Commission for the Arts, has a program to paint pianos donated to the City; and

**WHEREAS**, the City desires to place the painted pianos throughout the City at various locations and made available to anyone to play; and

**WHEREAS**, the owners of various sites where the pianos are to be located agree to allow the pianos to be located on their property subject to the terms and conditions of this Agreement.

**NOW THEREFORE**, in consideration for the mutual promises contained in this Agreement, the sufficiency of which is hereby acknowledged, the City and Site Owner agree as follows:

1. The Site Owner's designated point of contact for any issues related to the installation, maintaining or removing of the painted piano shall be:

Name: Blaine Tillander

Email: Blaine@granitenetworks.com

Phone: 2487334269

The Site Owner shall contact the Commission for the Arts at ROCFA@romi.gov to update this information if it changes at any time during the term of this Agreement.

2. The Site Owner hereby permits the City or its agents to place a piano at the following location 317 E 4th Street
3. The placement and use of the piano shall be subject to the following terms and conditions:
  - a. The placement of the piano shall be for a limited duration, beginning approximately **May 24<sup>th</sup>, 2024**, and ending **November 1<sup>st</sup>, 2024**. The painted piano may be installed or removed no more than 30 days prior to the start or after the expiration of the contract to allow flexibility in the timing of installation or removal of the piece.
  - b. The agreement shall expire on **November 1<sup>st</sup>, 2024**, unless otherwise terminated earlier pursuant to this Agreement.

- c. The Site Owner understands and accepts that the piano might be hand painted at some point after it has been dropped off. The City will take precautions to ensure that the paint will not splash, splatter or spill during the painting process. The Site Owner understands and accepts that accidents with paint may occur, and the City shall be responsible for any cleaning that may be necessary.
- d. The Site Owner understands and accepts that this is a community engagement program and the piano is intended to be played by the public. The Site Owner accepts and understands that this might result in the piano frequently making noise and that the Site Owner shall not otherwise prohibit or limit the playing of the piano.
- e. The City shall be responsible for installation and removal of the piano including transportation to and from the site. The City shall provide an installation date detailing the day and time of installation to the Site Owner, to the extent possible. The City shall provide a removal date detailing the day and time of removal to the Site Owner.
- f. If the Site Owner wishes to keep the piano after the duration of the contract, the Site Owner will take total responsibility of the piano and the City will not be responsible for the disposal of the piano at any point in the future.
- g. A minimum clearance of five (5) feet for pedestrian traffic shall be maintained in any right-of-way between the piano and all obstructions, including but not limited to trees, fire hydrants, streetlamps, benches, planters, waste receptacles, sign posts, traffic control devices, or any other streetscape elements: The piano placement shall not block or interfere with ADA compliance standards.
- h. The Site Owner expressly waives any and all claims the Site Owner may have against the City for any damage caused to the building by the negligent or intentional acts of anyone other than the City or the City's agents.
- i. The City will provide signage related to the piano to be placed near or on the piece.
- j. The Site Owner understands and acknowledges that there are or may be utility easements in public right-of-way. Site Owner agrees that should any emergency repairs be required to be made to any utility located within right-of-way at the location of installation, the City or its agents shall be allowed to move the piano to an alternative location and make any and all emergency repairs to the utilities located upon or within the right-of-way without being required to give notice to Site Owner.
- k. The Site Owner understands that this program is voluntary, and no payment will be given to the Site Owner for the placement of the piano. The Site Owner understands that the piano placed at this location shall not be sold.
- l. To the extent permitted by law, the City shall defend, indemnify and hold Site Owner harmless from and against any and all claims, demands, actions, proceedings, liability or losses, of whatever nature (including reasonable attorney fees) for injury or death to person(s) or from damage or loss to property arising out of or caused by the City's placement or use of the piano.

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

**CITY OF ROYAL OAK**

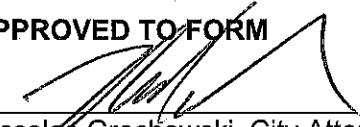
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Michael Fournier, Mayor

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Melanie Halas, City Clerk

**APPROVED TO FORM**



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Niccolas Gochowski, City Attorney

**SITE OWNER**

*Tony Yezbick*

Tony Yezbick (May 21, 2024 17:34 EDT)

By:

Its:

# 2024 - ROCFA - Piano Project Location Agreement (1)

Final Audit Report

2024-05-21

Created:	2024-05-20
By:	Jason Gittinger (jason@gittinger.name)
Status:	Signed
Transaction ID:	CBJCHBCAABAATpGeTE76xbHVXA2ks9B-DlZuljp8yuge

## "2024 - ROCFA - Piano Project Location Agreement (1)" History

- 📄 Document created by Jason Gittinger (jason@gittinger.name)  
2024-05-20 - 7:15:15 PM GMT- IP address: 67.149.56.200
- ✉️ Document emailed to Tony Yezbick (anthony@yezbicklaw.net) for signature  
2024-05-20 - 7:15:18 PM GMT
- ✉️ Email viewed by Tony Yezbick (anthony@yezbicklaw.net)  
2024-05-21 - 9:28:10 PM GMT- IP address: 68.37.174.58
- ✍️ Document e-signed by Tony Yezbick (anthony@yezbicklaw.net)  
Signature Date: 2024-05-21 - 9:34:40 PM GMT - Time Source: server- IP address: 68.37.174.58
- ✅ Agreement completed.  
2024-05-21 - 9:34:40 PM GMT



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## INSTALLATION AGREEMENT

### Piano Project

Presented by the Royal Oak Commission for the Arts

This Agreement is entered into this 21 day of May 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 526 Main  
526 Main (the "Site Owner") for the participation in the 2024 Royal Oak Piano Project.

**WHEREAS**, the City, through its Commission for the Arts, has a program to paint pianos donated to the City; and

**WHEREAS**, the City desires to place the painted pianos throughout the City at various locations and made available to anyone to play; and

**WHEREAS**, the owners of various sites where the pianos are to be located agree to allow the pianos to be located on their property subject to the terms and conditions of this Agreement.

**NOW THEREFORE**, in consideration for the mutual promises contained in this Agreement, the sufficiency of which is hereby acknowledged, the City and Site Owner agree as follows:

1. The Site Owner's designated point of contact for any issues related to the installation, maintaining or removing of the painted piano shall be:

Name: Anthony Yezbick

Email: anthony@yezbicklaw.net

Phone: 5868502845

The Site Owner shall contact the Commission for the Arts at ROCFA@romi.gov to update this information if it changes at any time during the term of this Agreement.

2. The Site Owner hereby permits the City or its agents to place a piano at the following location 526 Main st.
3. The placement and use of the piano shall be subject to the following terms and conditions:
  - a. The placement of the piano shall be for a limited duration, beginning approximately **May 24<sup>th</sup>, 2024**, and ending **November 1<sup>st</sup>, 2024**. The painted piano may be installed or removed no more than 30 days prior to the start or after the expiration of the contract to allow flexibility in the timing of installation or removal of the piece.
  - b. The agreement shall expire on **November 1<sup>st</sup>, 2024**, unless otherwise terminated earlier pursuant to this Agreement.

- c. The Site Owner understands and accepts that the piano might be hand painted at some point after it has been dropped off. The City will take precautions to ensure that the paint will not splash, splatter or spill during the painting process. The Site Owner understands and accepts that accidents with paint may occur, and the City shall be responsible for any cleaning that may be necessary.
- d. The Site Owner understands and accepts that this is a community engagement program and the piano is intended to be played by the public. The Site Owner accepts and understands that this might result in the piano frequently making noise and that the Site Owner shall not otherwise prohibit or limit the playing of the piano.
- e. The City shall be responsible for installation and removal of the piano including transportation to and from the site. The City shall provide an installation date detailing the day and time of installation to the Site Owner, to the extent possible. The City shall provide a removal date detailing the day and time of removal to the Site Owner.
- f. If the Site Owner wishes to keep the piano after the duration of the contract, the Site Owner will take total responsibility of the piano and the City will not be responsible for the disposal of the piano at any point in the future.
- g. A minimum clearance of five (5) feet for pedestrian traffic shall be maintained in any right-of-way between the piano and all obstructions, including but not limited to trees, fire hydrants, streetlamps, benches, planters, waste receptacles, sign posts, traffic control devices, or any other streetscape elements. The piano placement shall not block or interfere with ADA compliance standards.
- h. The Site Owner expressly waives any and all claims the Site Owner may have against the City for any damage caused to the building by the negligent or intentional acts of anyone other than the City or the City's agents.
- i. The City will provide signage related to the piano to be placed near or on the piece.
- j. The Site Owner understands and acknowledges that there are or may be utility easements in public right-of-way. Site Owner agrees that should any emergency repairs be required to be made to any utility located within right-of-way at the location of installation, the City or its agents shall be allowed to move the piano to an alternative location and make any and all emergency repairs to the utilities located upon or within the right-of-way without being required to give notice to Site Owner.
- k. The Site Owner understands that this program is voluntary, and no payment will be given to the Site Owner for the placement of the piano. The Site Owner understands that the piano placed at this location shall not be sold.
- l. To the extent permitted by law, the City shall defend, indemnify and hold Site Owner harmless from and against any and all claims, demands, actions, proceedings, liability or losses, of whatever nature (including reasonable attorney fees) for injury or death to person(s) or from damage or loss to property arising out of or caused by the City's placement or use of the piano.

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

**CITY OF ROYAL OAK**

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Michael Fournier, Mayor

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Melanie Halas, City Clerk

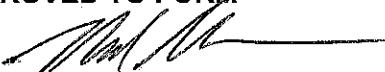
**SITE OWNER**



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By:  
Its:

**APPROVED TO FORM**



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Niccolas Grochowski, City Attorney

# 2024 - ROCFA - Piano Project Location Agreement (1)

Final Audit Report

2024-05-20

Created:	2024-05-20
By:	Jason Gittinger (jason@gittinger.name)
Status:	Signed
Transaction ID:	CBJCHBCAABAAnlvUDP4GUYD-MV0na7kLiYjBvdGCUtys

## "2024 - ROCFA - Piano Project Location Agreement (1)" History

- ✉ Document created by Jason Gittinger (jason@gittinger.name)  
2024-05-20 - 7:14:09 PM GMT- IP address: 67.149.56.200
- ✉ Document emailed to Blaine Tillander (blaine@granitenetworks.com) for signature  
2024-05-20 - 7:14:13 PM GMT
- ✉ Email viewed by Blaine Tillander (blaine@granitenetworks.com)  
2024-05-20 - 8:02:49 PM GMT- IP address: 99.23.159.172
- ✍ Document e-signed by Blaine Tillander (blaine@granitenetworks.com)  
Signature Date: 2024-05-20 - 8:07:18 PM GMT - Time Source: server- IP address: 99.23.159.172
- ✔ Agreement completed.  
2024-05-20 - 8:07:18 PM GMT



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## INSTALLATION AGREEMENT

### Piano Project

Presented by the Royal Oak Commission for the Arts

This Agreement is entered into this 21 day of May 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 Guitar HiFi Guitar HiFi (the "Site Owner") for the participation in the 2024 Royal Oak Piano Project.

**WHEREAS**, the City, through its Commission for the Arts, has a program to paint pianos donated to the City; and

**WHEREAS**, the City desires to place the painted pianos throughout the City at various locations and made available to anyone to play; and

**WHEREAS**, the owners of various sites where the pianos are to be located agree to allow the pianos to be located on their property subject to the terms and conditions of this Agreement.

**NOW THEREFORE**, in consideration for the mutual promises contained in this Agreement, the sufficiency of which is hereby acknowledged, the City and Site Owner agree as follows:

1. The Site Owner's designated point of contact for any issues related to the installation, maintaining or removing of the painted piano shall be:

Name: Tony Maisano

Email: guitarhiroyaloak@gmail.com

Phone: 7348910035

The Site Owner shall contact the Commission for the Arts at ROCFA@romi.gov to update this information if it changes at any time during the term of this Agreement.

2. The Site Owner hereby permits the City or its agents to place a piano at the following location 607 S. Washington.
3. The placement and use of the piano shall be subject to the following terms and conditions:
  - a. The placement of the piano shall be for a limited duration, beginning approximately **May 24<sup>th</sup>, 2024**, and ending **November 1<sup>st</sup>, 2024**. The painted piano may be installed or removed no more than 30 days prior to the start or after the expiration of the contract to allow flexibility in the timing of installation or removal of the piece.
  - b. The agreement shall expire on **November 1<sup>st</sup>, 2024**, unless otherwise terminated earlier pursuant to this Agreement.

- c. The Site Owner understands and accepts that the piano might be hand painted at some point after it has been dropped off. The City will take precautions to ensure that the paint will not splash, splatter or spill during the painting process. The Site Owner understands and accepts that accidents with paint may occur, and the City shall be responsible for any cleaning that may be necessary.
- d. The Site Owner understands and accepts that this is a community engagement program and the piano is intended to be played by the public. The Site Owner accepts and understands that this might result in the piano frequently making noise and that the Site Owner shall not otherwise prohibit or limit the playing of the piano.
- e. The City shall be responsible for installation and removal of the piano including transportation to and from the site. The City shall provide an installation date detailing the day and time of installation to the Site Owner, to the extent possible. The City shall provide a removal date detailing the day and time of removal to the Site Owner.
- f. If the Site Owner wishes to keep the piano after the duration of the contract, the Site Owner will take total responsibility of the piano and the City will not be responsible for the disposal of the piano at any point in the future.
- g. A minimum clearance of five (5) feet for pedestrian traffic shall be maintained in any right-of-way between the piano and all obstructions, including but not limited to trees, fire hydrants, streetlamps, benches, planters, waste receptacles, sign posts, traffic control devices, or any other streetscape elements. The piano placement shall not block or interfere with ADA compliance standards.
- h. The Site Owner expressly waives any and all claims the Site Owner may have against the City for any damage caused to the building by the negligent or intentional acts of anyone other than the City or the City's agents.
- i. The City will provide signage related to the piano to be placed near or on the piece.
- j. The Site Owner understands and acknowledges that there are or may be utility easements in public right-of-way. Site Owner agrees that should any emergency repairs be required to be made to any utility located within right-of-way at the location of installation, the City or its agents shall be allowed to move the piano to an alternative location and make any and all emergency repairs to the utilities located upon or within the right-of-way without being required to give notice to Site Owner.
- k. The Site Owner understands that this program is voluntary, and no payment will be given to the Site Owner for the placement of the piano. The Site Owner understands that the piano placed at this location shall not be sold.
- l. To the extent permitted by law, the City shall defend, indemnify and hold Site Owner harmless from and against any and all claims, demands, actions, proceedings, liability or losses, of whatever nature (including reasonable attorney fees) for injury or death to person(s) or from damage or loss to property arising out of or caused by the City's placement or use of the piano.

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

**CITY OF ROYAL OAK**

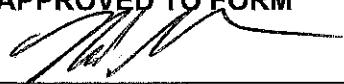
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Michael Fournier, Mayor

---

Melanie Halas, City Clerk

**APPROVED TO FORM**



Niccolas Gochowski, City Attorney

**SITE OWNER**

*Anthony Maisano*

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By:

Its:

# 2024 - ROCFA - Piano Project Location Agreement (1)

Final Audit Report

2024-05-21

Created:	2024-05-20
By:	Jason Gittinger (jason@gittinger.name)
Status:	Signed
Transaction ID:	CBJCHBCAABAezk1zaAiFzzq8LqoAJeV4y6okf7xwW4

## "2024 - ROCFA - Piano Project Location Agreement (1)" History

- 📄 Document created by Jason Gittinger (jason@gittinger.name)  
2024-05-20 - 7:11:30 PM GMT- IP address: 67.149.56.200
- ✉️ Document emailed to Guitar Hi-Fi (guitarhifiroyaloak@gmail.com) for signature  
2024-05-20 - 7:11:34 PM GMT
- 👁️ Email viewed by Guitar Hi-Fi (guitarhifiroyaloak@gmail.com)  
2024-05-21 - 2:46:15 PM GMT- IP address: 66.102.6.77
- ✍️ Document e-signed by Guitar Hi-Fi (guitarhifiroyaloak@gmail.com)  
Signature Date: 2024-05-21 - 4:40:23 PM GMT - Time Source: server- IP address: 68.36.250.41
- ✅ Agreement completed.  
2024-05-21 - 4:40:23 PM GMT



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## **INSTALLATION AGREEMENT**

### **Piano Project**

Presented by the Royal Oak Commission for the Arts

This Agreement is entered into this 20 day of May 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 Write Impressions Write Impressions (the "Site Owner") for the participation in the 2024 Royal Oak Piano Project.

**WHEREAS**, the City, through its Commission for the Arts, has a program to paint pianos donated to the City; and

**WHEREAS**, the City desires to place the painted pianos throughout the City at various locations and made available to anyone to play; and

**WHEREAS**, the owners of various sites where the pianos are to be located agree to allow the pianos to be located on their property subject to the terms and conditions of this Agreement.

**NOW THEREFORE**, in consideration for the mutual promises contained in this Agreement, the sufficiency of which is hereby acknowledged, the City and Site Owner agree as follows:

1. The Site Owner's designated point of contact for any issues related to the installation, maintaining or removing of the painted piano shall be:

Name: Lori London

Email: lorialondon@aol.com

Phone: 248.541.8921

The Site Owner shall contact the Commission for the Arts at ROCFA@romi.gov to update this information if it changes at any time during the term of this Agreement.

2. The Site Owner hereby permits the City or its agents to place a piano at the following location Write Impressions
3. The placement and use of the piano shall be subject to the following terms and conditions:
  - a. The placement of the piano shall be for a limited duration, beginning approximately **May 24<sup>th</sup>, 2024**, and ending **November 1<sup>st</sup>, 2024**. The painted piano may be installed or removed no more than 30 days prior to the start or after the expiration of the contract to allow flexibility in the timing of installation or removal of the piece.
  - b. The agreement shall expire on **November 1<sup>st</sup>, 2024**, unless otherwise terminated earlier pursuant to this Agreement.

- c. The Site Owner understands and accepts that the piano might be hand painted at some point after it has been dropped off. The City will take precautions to ensure that the paint will not splash, splatter or spill during the painting process. The Site Owner understands and accepts that accidents with paint may occur, and the City shall be responsible for any cleaning that may be necessary.
- d. The Site Owner understands and accepts that this is a community engagement program and the piano is intended to be played by the public. The Site Owner accepts and understands that this might result in the piano frequently making noise and that the Site Owner shall not otherwise prohibit or limit the playing of the piano.
- e. The City shall be responsible for installation and removal of the piano including transportation to and from the site. The City shall provide an installation date detailing the day and time of installation to the Site Owner, to the extent possible. The City shall provide a removal date detailing the day and time of removal to the Site Owner.
- f. If the Site Owner wishes to keep the piano after the duration of the contract, the Site Owner will take total responsibility of the piano and the City will not be responsible for the disposal of the piano at any point in the future.
- g. A minimum clearance of five (5) feet for pedestrian traffic shall be maintained in any right-of-way between the piano and all obstructions, including but not limited to trees, fire hydrants, streetlamps, benches, planters, waste receptacles, sign posts, traffic control devices, or any other streetscape elements. The piano placement shall not block or interfere with ADA compliance standards.
- h. The Site Owner expressly waives any and all claims the Site Owner may have against the City for any damage caused to the building by the negligent or intentional acts of anyone other than the City or the City's agents.
- i. The City will provide signage related to the piano to be placed near or on the piece.
- j. The Site Owner understands and acknowledges that there are or may be utility easements in public right-of-way. Site Owner agrees that should any emergency repairs be required to be made to any utility located within right-of-way at the location of installation, the City or its agents shall be allowed to move the piano to an alternative location and make any and all emergency repairs to the utilities located upon or within the right-of-way without being required to give notice to Site Owner.
- k. The Site Owner understands that this program is voluntary, and no payment will be given to the Site Owner for the placement of the piano. The Site Owner understands that the piano placed at this location shall not be sold.
- l. To the extent permitted by law, the City shall defend, indemnify and hold Site Owner harmless from and against any and all claims, demands, actions, proceedings, liability or losses, of whatever nature (including reasonable attorney fees) for injury or death to person(s) or from damage or loss to property arising out of or caused by the City's placement or use of the piano.

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

**CITY OF ROYAL OAK**

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Michael Fournier, Mayor

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Melanie Halas, City Clerk

**APPROVED TO FORM**



Niccolas Gochowski, City Attorney

**SITE OWNER**

Lori London

Lori London (May 23, 2024 12:37 EDT)

By:

Its:

# 2024 - ROCFA - Piano Project Location Agreement (1)

Final Audit Report

2024-05-23

Created:	2024-05-20
By:	Jason Gittinger (jason@gittinger.name)
Status:	Signed
Transaction ID:	CBJCHBCAABAAtfbGMQ6cKuiqWQIYhwmHqFSY2V5enf_p

## "2024 - ROCFA - Piano Project Location Agreement (1)" History

- 📄 Document created by Jason Gittinger (jason@gittinger.name)  
2024-05-20 - 7:12:37 PM GMT- IP address: 67.149.56.200
- ✉️ Document emailed to Lori London (lorialondon@aol.com) for signature  
2024-05-20 - 7:12:41 PM GMT
- ✉️ Email viewed by Lori London (lorialondon@aol.com)  
2024-05-21 - 2:03:23 AM GMT- IP address: 172.225.30.87
- ✉️ Email viewed by Lori London (lorialondon@aol.com)  
2024-05-23 - 0:53:15 AM GMT- IP address: 172.225.30.106
- ✍️ Document e-signed by Lori London (lorialondon@aol.com)  
Signature Date: 2024-05-23 - 4:37:49 PM GMT - Time Source: server- IP address: 68.36.252.113
- ✅ Agreement completed.  
2024-05-23 - 4:37:49 PM GMT



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## INSTALLATION AGREEMENT

### Piano Project

Presented by the Royal Oak Commission for the Arts

This Agreement is entered into this 20th day of May 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 Jason and Sherry Gittinger Jason and Sherry Gittinger (the "Site Owner") for the participation in the 2024 Royal Oak Piano Project.

**WHEREAS**, the City, through its Commission for the Arts, has a program to paint pianos donated to the City; and

**WHEREAS**, the City desires to place the painted pianos throughout the City at various locations and made available to anyone to play; and

**WHEREAS**, the owners of various sites where the pianos are to be located agree to allow the pianos to be located on their property subject to the terms and conditions of this Agreement.

**NOW THEREFORE**, in consideration for the mutual promises contained in this Agreement, the sufficiency of which is hereby acknowledged, the City and Site Owner agree as follows:

1. The Site Owner's designated point of contact for any issues related to the installation, maintaining or removing of the painted piano shall be:

Name: Jason Gittinger

Email: jason@gittinger.name

Phone: 586-484-9484

The Site Owner shall contact the Commission for the Arts at ROCFA@romi.gov to update this information if it changes at any time during the term of this Agreement.

2. The Site Owner hereby permits the City or its agents to place a piano at the following location Front of Music School - Right of Front Doors
3. The placement and use of the piano shall be subject to the following terms and conditions:
  - a. The placement of the piano shall be for a limited duration, beginning approximately **May 24<sup>th</sup>, 2024**, and ending **November 1<sup>st</sup>, 2024**. The painted piano may be installed or removed no more than 30 days prior to the start or after the expiration of the contract to allow flexibility in the timing of installation or removal of the piece.
  - b. The agreement shall expire on **November 1<sup>st</sup>, 2024**, unless otherwise terminated earlier pursuant to this Agreement.

- c. The Site Owner understands and accepts that the piano might be hand painted at some point after it has been dropped off. The City will take precautions to ensure that the paint will not splash, splatter or spill during the painting process. The Site Owner understands and accepts that accidents with paint may occur, and the City shall be responsible for any cleaning that may be necessary.
- d. The Site Owner understands and accepts that this is a community engagement program and the piano is intended to be played by the public. The Site Owner accepts and understands that this might result in the piano frequently making noise and that the Site Owner shall not otherwise prohibit or limit the playing of the piano.
- e. The City shall be responsible for installation and removal of the piano including transportation to and from the site. The City shall provide an installation date detailing the day and time of installation to the Site Owner, to the extent possible. The City shall provide a removal date detailing the day and time of removal to the Site Owner.
- f. If the Site Owner wishes to keep the piano after the duration of the contract, the Site Owner will take total responsibility of the piano and the City will not be responsible for the disposal of the piano at any point in the future.
- g. A minimum clearance of five (5) feet for pedestrian traffic shall be maintained in any right-of-way between the piano and all obstructions, including but not limited to trees, fire hydrants, streetlamps, benches, planters, waste receptacles, sign posts, traffic control devices, or any other streetscape elements. The piano placement shall not block or interfere with ADA compliance standards.
- h. The Site Owner expressly waives any and all claims the Site Owner may have against the City for any damage caused to the building by the negligent or intentional acts of anyone other than the City or the City's agents.
- i. The City will provide signage related to the piano to be placed near or on the piece.
- j. The Site Owner understands and acknowledges that there are or may be utility easements in public right-of-way. Site Owner agrees that should any emergency repairs be required to be made to any utility located within right-of-way at the location of installation, the City or its agents shall be allowed to move the piano to an alternative location and make any and all emergency repairs to the utilities located upon or within the right-of-way without being required to give notice to Site Owner.
- k. The Site Owner understands that this program is voluntary, and no payment will be given to the Site Owner for the placement of the piano. The Site Owner understands that the piano placed at this location shall not be sold.
- l. To the extent permitted by law, the City shall defend, indemnify and hold Site Owner harmless from and against any and all claims, demands, actions, proceedings, liability or losses, of whatever nature (including reasonable attorney fees) for injury or death to person(s) or from damage or loss to property arising out of or caused by the City's placement or use of the piano.

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

**CITY OF ROYAL OAK**

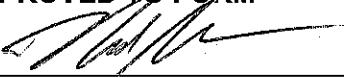
---

Michael Fournier, Mayor

---

Melanie Halas, City Clerk

**APPROVED TO FORM**



Niccolas Gochowski, City Attorney

**SITE OWNER**

*Jason Gittinger*

Jason Gittinger (May 20, 2024 15:21 EDT)

By:

Its:

# 2024 - ROCFA - Piano Project Location Agreement (1)

Final Audit Report

2024-05-20

Created:	2024-05-20
By:	Jason Gittinger (jason@gittinger.name)
Status:	Signed
Transaction ID:	CBJCHBCAABAAQdfTU9FGs2yOGZpQHTzMeKxKEIRaqGQf

## "2024 - ROCFA - Piano Project Location Agreement (1)" History

- 📄 Document created by Jason Gittinger (jason@gittinger.name)  
2024-05-20 - 7:20:02 PM GMT- IP address: 67.149.56.200
- ✉️ Document emailed to Jason Gittinger (jgittinger@gititproductions.com) for signature  
2024-05-20 - 7:20:05 PM GMT
- 👁️ Email viewed by Jason Gittinger (jgittinger@gititproductions.com)  
2024-05-20 - 7:20:16 PM GMT- IP address: 172.226.66.16
- ✍️ Document e-signed by Jason Gittinger (jgittinger@gititproductions.com)  
Signature Date: 2024-05-20 - 7:21:36 PM GMT - Time Source: server- IP address: 67.149.56.200
- ✅ Agreement completed.  
2024-05-20 - 7:21:36 PM GMT



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## INSTALLATION AGREEMENT

### Piano Project

Presented by the Royal Oak Commission for the Arts

This Agreement is entered into this 20 day of May 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 Holiday Market Holiday Market (the "Site Owner") for the participation in the 2024 Royal Oak Piano Project.

**WHEREAS**, the City, through its Commission for the Arts, has a program to paint pianos donated to the City; and

**WHEREAS**, the City desires to place the painted pianos throughout the City at various locations and made available to anyone to play; and

**WHEREAS**, the owners of various sites where the pianos are to be located agree to allow the pianos to be located on their property subject to the terms and conditions of this Agreement.

**NOW THEREFORE**, in consideration for the mutual promises contained in this Agreement, the sufficiency of which is hereby acknowledged, the City and Site Owner agree as follows:

1. The Site Owner's designated point of contact for any issues related to the installation, maintaining or removing of the painted piano shall be:

Name: Craig Mangold

Email: holidaymarket@holiday-market.com

Phone: 248-541-1414

The Site Owner shall contact the Commission for the Arts at ROCF@romi.gov to update this information if it changes at any time during the term of this Agreement.

2. The Site Owner hereby permits the City or its agents to place a piano at the following location 1203 S Main St
3. The placement and use of the piano shall be subject to the following terms and conditions:
  - a. The placement of the piano shall be for a limited duration, beginning approximately **May 24<sup>th</sup>, 2024**, and ending **November 1<sup>st</sup>, 2024**. The painted piano may be installed or removed no more than 30 days prior to the start or after the expiration of the contract to allow flexibility in the timing of installation or removal of the piece.
  - b. The agreement shall expire on **November 1<sup>st</sup>, 2024**, unless otherwise terminated earlier pursuant to this Agreement.

- c. The Site Owner understands and accepts that the piano might be hand painted at some point after it has been dropped off. The City will take precautions to ensure that the paint will not splash, splatter or spill during the painting process. The Site Owner understands and accepts that accidents with paint may occur, and the City shall be responsible for any cleaning that may be necessary.
- d. The Site Owner understands and accepts that this is a community engagement program and the piano is intended to be played by the public. The Site Owner accepts and understands that this might result in the piano frequently making noise and that the Site Owner shall not otherwise prohibit or limit the playing of the piano.
- e. The City shall be responsible for installation and removal of the piano including transportation to and from the site. The City shall provide an installation date detailing the day and time of installation to the Site Owner, to the extent possible. The City shall provide a removal date detailing the day and time of removal to the Site Owner.
- f. If the Site Owner wishes to keep the piano after the duration of the contract, the Site Owner will take total responsibility of the piano and the City will not be responsible for the disposal of the piano at any point in the future.
- g. A minimum clearance of five (5) feet for pedestrian traffic shall be maintained in any right-of-way between the piano and all obstructions, including but not limited to trees, fire hydrants, streetlamps, benches, planters, waste receptacles, sign posts, traffic control devices, or any other streetscape elements. The piano placement shall not block or interfere with ADA compliance standards.
- h. The Site Owner expressly waives any and all claims the Site Owner may have against the City for any damage caused to the building by the negligent or intentional acts of anyone other than the City or the City's agents.
- i. The City will provide signage related to the piano to be placed near or on the piece.
- j. The Site Owner understands and acknowledges that there are or may be utility easements in public right-of-way. Site Owner agrees that should any emergency repairs be required to be made to any utility located within right-of-way at the location of installation, the City or its agents shall be allowed to move the piano to an alternative location and make any and all emergency repairs to the utilities located upon or within the right-of-way without being required to give notice to Site Owner.
- k. The Site Owner understands that this program is voluntary, and no payment will be given to the Site Owner for the placement of the piano. The Site Owner understands that the piano placed at this location shall not be sold.
- l. To the extent permitted by law, the City shall defend, indemnify and hold Site Owner harmless from and against any and all claims, demands, actions, proceedings, liability or losses, of whatever nature (including reasonable attorney fees) for injury or death to person(s) or from damage or loss to property arising out of or caused by the City's placement or use of the piano.

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

**CITY OF ROYAL OAK**

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Michael Fournier, Mayor

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Melanie Halas, City Clerk

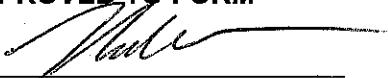
**SITE OWNER**

Craig Mangold

Craig Mangold (May 20, 2024 15:29 EDT)

By:  
Its:

**APPROVED TO FORM**



Niccolas Gochowski, City Attorney

# 2024 - ROCFA - Piano Project Location Agreement (1)

Final Audit Report

2024-05-20

Created:	2024-05-20
By:	Jason Gittinger (jason@gittinger.name)
Status:	Signed
Transaction ID:	CBJCHBCAABAABEHzj3dERfQXUtmajD5176ToJIGDXCA

## "2024 - ROCFA - Piano Project Location Agreement (1)" History

- Document created by Jason Gittinger (jason@gittinger.name)  
2024-05-20 - 7:10:07 PM GMT- IP address: 67.149.56.200
- Document emailed to Gina Mangold (holidaymarket@holiday-market.com) for signature  
2024-05-20 - 7:10:10 PM GMT
- Email viewed by Gina Mangold (holidaymarket@holiday-market.com)  
2024-05-20 - 7:25:37 PM GMT- IP address: 50.206.188.91
- Signer Gina Mangold (holidaymarket@holiday-market.com) entered name at signing as Craig Mangold  
2024-05-20 - 7:29:24 PM GMT- IP address: 50.206.188.91
- Document e-signed by Craig Mangold (holidaymarket@holiday-market.com)  
Signature Date: 2024-05-20 - 7:29:26 PM GMT - Time Source: server- IP address: 50.206.188.91
- Agreement completed.  
2024-05-20 - 7:29:26 PM GMT



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## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	<b>Approval of RO Logo License Agreement, Policy/Procedure and Application</b>	
<b>SUBMITTING DEPARTMENT</b>	<b>City Attorney</b>	
<b>PRESENTER</b>	<b>Nic Grochowski</b>	
<b>MEETING DATE</b>	<b>July 8, 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.):*

Attached for your consideration is a proposed Policy/Procedure, Application and License Agreement to enable 3<sup>rd</sup> parties to use the city's trademarked and protected logo upon review and approval by the city.

This process should start with a strong Policy and Procedure that sets forth the circumstances in which the city will consider and approve the use of the city's logo. Thus, attached for your review is a proposed Policy/Procedure and Application for the use of the city's logo. This Policy/Procedure contemplates covering two different scenarios. First, it would cover situations where an entity, other than the City, would like to use the Royal Oak logo on print or media such as a web page or other digital content or for use or display in a retail or other location. Second, the Policy/Procedure would address circumstances where an entity desires to use the logo on items for sale to the public such as clothing, coffee mugs or similar items that the logo may be embroidered or printed on.

The proposed Policy/Procedure sets forth the policy, procedure and evaluation criteria for the use of the city's logo and establishes an application procedure within the proposed policy. Upon review of the evaluation criteria and approval by the city manager we would then execute a written license agreement that would set forth the parameters of the approved use of the logo. Should the City Commission desire to be the body that approves the use of the logo, we can amend the Policy/Procedure and related documents accordingly. The proposed License Agreement is also attached for your consideration. You will note that paragraph 7 has alternate versions to choose from depending on the anticipated use of the city logo. Should there be a royalty payment involving the use of the city logo the city would be able to audit the Licensee's records to ensure proper payment of royalties.

If approved, the proposed Policy/Procedure, Application and License Agreement will serve to protect the city's intellectual property rights in the trademarked city logo and give the city and the Commission the flexibility to grant certain uses of the city's logo to 3<sup>rd</sup> Parties, where appropriate.

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## Fiscal Impact

BUDGET SUMMARY	
EXPENDITURE REQUIRED	\$0.00
AMOUNT CURRENTLY BUDGETED	\$0.00
BUDGET AMENDMENT REQUIRED	\$0.00 (BA between dept; net -0- effect on FB)
FUNDING SOURCE/ GL NUMBER	
WAS THIS A BUDGETED EXPENSE?	<input type="checkbox"/> Yes <input 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.)*

Any potential revenue from royalty payments under the proposed agreement would likely be minimal and have little to no revenue impact to the city. The purpose is to preserve the city's intellectual property rights but allow use of the city logo in furtherance of marketing items or messaging containing the city logo.

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

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

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

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

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## COMMUNITY ENGAGEMENT

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

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## BOARD AND COMMISSION FEEDBACK

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

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## **LEGAL COMMENTS**

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## **PROPOSED COMMISSION RESOLUTION:**

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

## **ATTACHMENTS:**

**Policy/Procedure and Application  
License Agreement**

## **City of Royal Oak Logo Use Policy/Procedure**

### **Subject: Use of City Logo and Ancillary City Logos**

#### **Purpose**

To protect the City's valuable property rights in the City of Royal Oak logo, and former/ancillary logos, by governing its limited use by third-party entities in a professional, consistent manner.

#### **Policy**

The City logo and any ancillary logos (e.g., former City Logo, or Royal Oak Police Department Logo/ Fire Department Logo, including badge) are official seals of the City of Royal Oak (hereafter "City") protected by Michigan law, MCL 429.42; MCL 429.43, and represent the City's distinctive brand and reputation for excellence in municipal governance and public services. Pursuant to state law, City logos are exclusively used for official City business – for example, City communications, merchandise, facilities, signage, events and services. There are limited circumstances under which third parties may be granted permission to use the City logos on a case-by-case basis for reproduction (e.g., website, publications, print material, email, products, and signage). Any use that falls outside of the policy specifications is strictly prohibited. Any assumption of use, including past usage, is prohibited.

#### **Procedure**

##### **1. Eligibility**

To be eligible for consideration, third party entities shall meet the established criteria set forth in this policy and have an agreement with the City as defined by this policy.

With the exception of government agencies and public institutions, inaugural or one-time programs and events primarily sponsored by third parties that are unfamiliar to the City or without a direct collaborative history with the City are ineligible to use City logos. These parameters help the City manage community expectations and protect the City's public image by building and assessing new relationships with third party entities over time. Permission to use the City logos is a privilege and requires direct, written City approval in every case.

##### **2. Application**

Organizations requesting permission to use the City logo or ancillary logos shall submit the application form available from the City Clerk.

##### **3. Evaluation Criteria**

The City Manager or designee shall consider (as appropriate) any of the following criteria to evaluate the merits of the third-party entity's proposal and the City's benefits of co-branding an event or program with the third-party entity:

- Demonstrated commitment to the City's mission, core values, and goals;
- Impact on City core services, operations, assets, and facility resources;
- Financial viability;
- Media exposure value for key City messages;
- Economic impact (e.g. alternative funding sources gained for City priority programming and services);

- Protection of the City's best interests in the short/long term;
- Project timelines;
- Third party entity's experience, qualifications, and reputation;
- Communications strategy;
- Other relevant criteria as determined by the City Manager or designee.

This policy and the above evaluation criteria shall not be construed to create any right or entitlement to use of the City's logo(s) regardless of whether an applicant can meet the requirements and/or evaluation criteria. Whether an applicant is granted the right to use the City's logo(s) is a discretionary decision on the part of the City.

#### **4. Notice**

The City Manager or designee shall review all applications for approval, modification or denial. Any applicant may appeal the City Manager's decision to the City Commission within 14 days of receiving written notice of the City Manager's decision. To the extent feasible, the City Commission will consider the appeal at the next regularly scheduled City Commission meeting. The City Commission's determination shall be final.

#### **5. License Agreement**

Third-party entities granted permission to use City logos for approved activities shall sign an agreement accepting the City's terms and conditions.

Not-for-profit organizations recognized by the City, State of Michigan and/or United States may be granted use of the City logos without a license fee in connection with merchandise for sale.

For-profit corporations granted permission to use the City logos in connection with merchandise for sale shall enter a license agreement and pay a license fee. The license fee is five percent (5%) of the gross sales amount of the first sale of all items bearing the City logo unless otherwise waived. If the merchandise is given away, there will be no fee. The for-profit corporation shall register the City of Royal Oak as the point of sale for said merchandise.

#### **6. Guidelines**

The City Manager or designee shall ensure the following guidelines are adhered to:

- Reproduction of City logos shall adhere to the City's Logo Guidelines as outlined in the Royal Oak Brand Guide; improper use may result in termination of logo agreement and future use of City logos.
- Third party entities must submit a pre-event copy of final artwork for approval by the City Manager or designee.
- City logos do not imply endorsement or sponsorship of any kind.
- Unaccepted use of the City logos include by example only, but shall not be limited to:
  - Use that advocates or promotes the sale or use of tobacco, alcohol, controlled substances, firearms or weapons;
  - Partnership agreements with retail, food or pharmaceutical establishments that may sell, in part, tobacco, alcohol, controlled substances, firearms or weapons shall be permitted provided that the City's collaboration with such establishments may not relate to, advertise or promote the prohibited items.

- Use that promotes pornography, obscenity, indecency, or other material offensive to prevailing community standards or persons of ordinary sensibilities;
- Use that promotes adult-oriented businesses;
- Use that promotes religious messages or advocates or promotes religious beliefs;
- Use to promote, or support, or in opposition to any political candidate or ballot measure;
- Use to promote or support political messages not endorsed by the City Commission; and
- Use that in any way denigrates the City of Royal Oak, or its operation, or its officers, agents, or employees.

## **7. Reservation of Rights**

This policy/procedure may be revised at any time, without prior notice, when a revision of this policy/procedure is deemed by the City Manager and/or the City Attorney's Office to be in the best interests of the City of Royal Oak.



## Application for Use of City Logo

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Prior to use of the City of Royal Oak logo, this application must be filled out and submitted to the City Manager at 203 S. Troy Street, Royal Oak, MI 48067, or emailed to [ADD EMAIL](mailto:ADD EMAIL).

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Applicant's Name: \_\_\_\_\_

Organization/ Business (if applicable): \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone #: \_\_\_\_\_

Nature of Request: \_\_\_\_\_

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Nature of material the City Logo will be used in: \_\_\_\_\_

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Approved:  YES  NO

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City Manager

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Date

\* The City of Royal Oak reserves the right to withdraw consent to use the City Logo at any time, even if permission had previously been granted.

## LICENSE AGREEMENT FOR USE OF CITY-OWNED TRADEMARKS

**THIS AGREEMENT**, effective this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ (hereinafter "Effective Date") is made by and between the City of Royal Oak, Michigan, a municipal corporation organized and existing under the laws of the State of Michigan, (hereinafter "City") and \_\_\_\_\_ (hereinafter "Licensee.")

**WHEREAS**, City is the exclusive owner of the trademark shown in Exhibit A, attached hereto (consisting of a stylized "R" and "O" within a circle), and Exhibit B, attached hereto (consisting of the phrase "LIFE NOW PLAYING"), which are duly registered with the U.S. Patent and Trademark Office (USPTO) (hereinafter "the Mark;") and

**WHEREAS**, Licensee desires a license to use the City's trademark and related designs in connection with the products and/or services listed in Exhibit A and Exhibit B, attached hereto; and

**WHEREAS**, Licensee recognizes and understands that the value, reputation, and goodwill of the Mark is dependent upon the high quality standards established and prescribed for use by the City; and

**WHEREAS**, Licensee desires to comply with the City's quality control standards in order to preserve the reputation and goodwill of the Marks and the goods and services to which they are affixed.

**NOW, THEREFORE**, for and in consideration of the mutual covenants and undertakings hereinafter set forth, and other good and valuable consideration, it is agreed as follows:

**1. Grant of License.** Subject to the terms and conditions set forth in this Agreement, the City hereby grants to Licensee the non-exclusive right and license to use the Marks in connection with [describe proposed use of the Mark.]

**2. Assignment Prohibited, Exception – Sub-Licensing/Use Agreements.** Licensee's rights under this Agreement to use the Mark shall not be assigned to any third party by the Licensee without the prior written approval of the City. Attempted assignment by the Licensee may, at the sole discretion of the City, be sufficient cause for termination of this Agreement.

**3. Covenant Against Challenge.** Licensee is hereby prohibited from challenging in any way the validity of the licensed Marks, including its registration or ownership by the City.

**4. Best Marketing Efforts.** Licensee shall exert its best efforts to advertise, promote and sell products and services using the Mark in a manner that will maintain and enhance the value of the goodwill residing in the Mark, and in doing so will adhere to standards set forth in the Brand Guide as established by the City, attached hereto as Exhibit C.

All goodwill arising from Licensee's use of the Marks shall inure solely to the benefit of the City. Licensee shall not take any action that could be detrimental to the goodwill associated with the Marks or with the City during the term of this Agreement or after termination of this Agreement.

**5. Trademark Usage.** Licensee hereby acknowledges the City's right and title to the Mark licensed herein. In consideration of permitting Licensee to use the City's Mark, Licensee hereby agrees not to claim title to the Mark and to use the Mark only as permitted by this Agreement.

Licensee shall prominently display the licensed Mark in accordance with the written instructions and guidelines prescribed by the City, as more clearly defined in the Brand Guide, attached hereto as Exhibit C. Licensee shall use the registration symbol ® and other registration notices correctly. Licensee shall also display all notices and legends with respect to the Mark as are requested by the City during the term of this Agreement.

Licensee shall not adopt or use, without the City's prior written consent, which said consent shall not be unreasonably withheld, any variation of the Mark including any Mark similar to or confusing with the Mark. If the City consents to any variation of the Mark, Licensee hereby agrees that the City shall own such new Mark and shall at the City's cost and expense obtain, in the City's name, all United States and international trademark registrations. Licensee shall provide the City with reasonable assistance in filing such application for trademark registration.

Licensee shall during the term of this Agreement and after termination thereof, execute such documents as the City may request from time to time to ensure that all right, title, and interest in and to the Mark reside with the City.

The terms and conditions of this Paragraph 5 shall survive any termination of this Agreement.

**6. Quality Control.** Prior to use of the Mark, Licensee shall furnish to the City for its written approval copies of the version of the advertising and promotional materials to be displayed, disseminated or otherwise utilized (hereinafter "Sample" or "Samples") and/or mockup(s) of any products to be offered for sale. No use of the Mark is permitted prior to written approval from the City.

Licensee shall maintain the quality standards as requested from time to time by the City and shall promptly make any changes in quality control required by the City. In order that quality standards continue to be maintained, Licensee shall implement all written specifications relating to the use of the Mark and will attend periodic conferences with City staff as designated by the City Manager or his or her designee regarding the use of the Mark as required or requested by the City.

Licensee shall promptly inform the City of any potential trademark dispute or infringement and shall furnish to the City a detailed report describing the dispute or infringement. The City, at its sole discretion, shall determine whether there has been an infringement and whether to pursue legal action. The City may, at its sole discretion, intervene in any legal actions against Licensee.

Licensee shall, at its sole expense, comply with all applicable federal and state laws and regulations relating to the use of the Mark.

#### **ROYALTY - CHOOSE ONE**

**7. Royalty Free.** This Agreement is and shall remain, unless agreed to in writing by the City and the Licensee, Royalty Free, meaning no payment need be made from Licensee to the City for use of the Marks.

**OR**

**7. Royalty Due.** Licensee shall pay to the City a royalty (the "Royalty") for the rights granted to Licensee under this Agreement in an amount equal to five percent (5%) of Gross Revenues of any and all Licensed Products or items bearing the City Mark(s). All royalties due shall accrue upon the Sale of the Licensed Products regardless of time of collection by Licensee.

**8. Royalty Audit.** Should the Licensee be required to pay a Royalty to the City, for the rights granted to the Licensee under this Agreement, Licensee agrees to keep, maintain, and make available a set of books, records and computations of all revenues received in connection with the Sale of the Licensed Products. Licensee further agrees to allow the CRO or its contractor to perform audit of the Licensee's books, records and computations of all revenues received in connection with the Sale of the Licensed Products, during regular business hours, at the expense of the Licenser, to verify the Royalty payments to the City.

**9. Term of License.** This Agreement and the licenses granted hereunder shall commence from the date of this Agreement and shall remain in effect for a term of [REDACTED], or until the City terminates this license as set forth in this Agreement.

**10. Termination.** The City may terminate this Agreement upon prior written notice of Licensee's breach or default under this Agreement, and unless such breach or default is cured within sixty (60) days after delivery of such notice of the breach or default, the City may terminate this Agreement forthwith by delivery of a written notice of termination at any time thereafter before such breach or default has been cured.

**11. Relationship of the Parties.** The relationship of the City and Licensee are separate and distinct. It is clearly understood that the City and Licensee will act in its individual capacity and not as an agent, employee, partner, joint venturer, or associate of the other.

**12. Indemnification of City.** Licensee shall defend and indemnify the City and hold the City harmless from any and all claims, liabilities, damages, injuries, including personal and advertising injury, fines, judgments, and reasonable attorneys' fees and related expenses arising out of or resulting from (i) Licensee's use of the Mark and/or (ii) Licensee's performance under the Agreement. The provisions of this Section shall survive the termination of this Agreement.

**13. Choice of Law.** This Agreement shall be governed by the laws of the State of Michigan applicable to contracts deemed to be made within such state, without regard to choice of law or conflict of law provisions. Furthermore, the parties hereby agree that any action or proceeding arising out of or relating to this Agreement shall be instituted in a federal or state court located in or having jurisdiction over Oakland County, Michigan, and the parties hereby irrevocably submit to the jurisdiction of such court and waive any objection to the venue or the inconvenience of such forum.

**14. Acknowledgement and Execution.** Each party has read this Agreement in its entirety and understands its terms and consequences. Each of the undersigned hereby represents that he or she has the authority to enter into this Agreement.

**15. Entire Agreement.** This Agreement constitutes the entire agreement between the parties with respect to its subject matter, and any prior agreements, understandings, or other matters, whether oral or written, are of no further force or effect. This Agreement may be amended, changed, or supplemented only by written agreement executed by both of the parties hereto.

**IN WITNESS WHEREOF**, the parties hereto have executed this Agreement as of the Effective Date.

**CITY OF ROYAL OAK, MICHIGAN**

**[INSERT NAME OF LICENSEE]**

---

City Manager or Designee

**[INSERT SIGNER NAME/TITLE]**

---

City Clerk

Approved as to Form:

---

City Attorney



## CITY COMMISSION AGENDA ITEM

<b>TITLE</b>	Proposed Ordinance Amendment 2024-06, Residential Rental Regulations, Second Reading	
<b>SUBMITTING DEPARTMENT</b>	City Attorney	
<b>PRESENTER</b>	Niccolas Grochowski, City Attorney	
<b>MEETING DATE</b>	July 8, 2024	
<b>SECOND READING REQUIRED</b>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<b>CERTIFIED RESOLUTION</b>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

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

On the agenda for your review and consideration, for second reading, is a draft amendment to the City's current residential rental regulations. The City Attorney's office was instructed to draft revisions to the current residential rental regulations to bolster the regulations to address residents' concerns pertaining to short-term rentals and the deleterious effects to neighborhoods and neighbors that occasionally occur from these types of rentals.

The draft revision to the ordinance incorporates provisions from a recently introduced House Bill regulating short-term rentals and some concepts from a model ordinance from the GMAR to help provide additional tools in the code of ordinances to address these concerns. In addition, based on the City Commission direction and feedback as to revisions from the First Reading of the proposed Ordinance, the "redline" attachment includes additional revisions in **red** that illustrate revisions that were made between first and second reading while the revisions depicted in **green** are the original revisions as presented at the first reading of this ordinance. There is also a clean version attached containing all revisions to date for your added convenience.

By way of brief overview, the proposed revisions do the following:

- adds a number of relevant definitions for applicable terms in the ordinance
- requires any non-owner occupied dwelling to be registered with the city
- requires an application be completed setting forth certain requirements
- requires a local responsible agent if the owner does not live within 30 miles of the rental
- requires operational smoke detectors and carbon monoxide detectors as provided by state building regulations
- limits the maximum occupancy of the rented dwelling
- requires proof of possession of a required state license if required by the state of Michigan
- requires the provision of a good neighbor policy to every renter that sets forth requirements to help address negative neighborhood impacts a rental may have
- sets a suspension and revocation process for registrants
- sets penalties for violations

The second set of revisions in red address the following:

- Progressive penalties with the 3<sup>rd</sup> offense being the most significant, as directed by the City Commission
- Revised language pertaining to “cause” for suspension or revocation of a rental registration has been adjusted to be much clearer and more precise in what would constitute cause under the ordinance
- Not included in the revision is the suggestion to require a potential noise/smoke monitoring device for purposes of monitoring activities of renters. Given certain legal restrictions, we do not believe that this is a device that we are able to require a homeowner to install.

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## Fiscal Impact

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

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

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

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

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

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

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

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

- Welcoming, Engaged, and Livable Community
- Safe, Healthy, and Just City

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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.*

A number of residents have engaged the Commission with their concerns prompting this ordinance revision.

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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**

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## **PROPOSED COMMISSION RESOLUTION:**

**NOW, THEREFORE BE IT RESOLVED**, that the Royal Oak City Commission hereby approves, at second reading, ORDINANCE NO. 2024-06, entitled “Residential Rental Regulations”; and

**NOW, THEREFORE BE IT FURTHER RESOLVED**, that the Royal Oak City Commission hereby approves the Good Neighbor Policy to be included as part of the rental regulations of the City of Royal Oak.

## **ATTACHMENTS:**

- Green/Redline Ordinance
- Clean Ordinance
- Good Neighbor Policy

**ORDINANCE NO. 2024-06**

**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 by amending Subsection A, "Section 104.8, Licenses and inspection, is hereby added to read as follows:" and Subsection B "Section 106.4, Violation penalties, is hereby amended to read as follows:" of Section 556-4, "Additional Amendments to Standards" of Chapter 556, "Property Maintenance", adopting by reference the "International Property Maintenance Code, 2006 Edition" of the Code of Ordinances, City of Royal Oak, Michigan, to provide for the registry and regulation of residential rentals in the city and to prescribe penalties and remedies for violations.

**THE CITY OF ROYAL OAK ORDAINS:**

**SECTION 1. Amendments.**

That Subsection A, "Section 104.8, Licenses and inspection, is hereby added to read as follows:" of Section 556-4, "Additional Amendments to Standards" of Chapter 556, "Property Maintenance", adopting by reference the "International Property Maintenance Code, 2006 Edition", of the Code of Ordinances, City of Royal Oak, Michigan, is hereby amended, to read as follows:

A. Sec. 104.8, Licenses and inspectionsRental Property Registration, is hereby added to read as follows:

**104.8 Rental Property RegistrationLicenses and inspections:**

1. As used in this section:

- (a) "Carbon monoxide detector" means a device that detects carbon monoxide and alerts occupants via a distinct and audible signal that is either self-contained in the unit or activated via a system connection.
- (b) "Department" means the Michigan department of licensing and regulatory affairs, or its successor.
- (c) "Hotel condominium" means a group of condominium units or condominium projects rented by a common rental management company for transient rental that may include a reception or check-in desk.
- (d) "Owner" means the owner of a rental property located within the City of Royal Oak.
- (e) "Rental" means the rental of a single-family residence, a dwelling unit in a 1-to-4-family house, or any unit or group of units in a condominium unit.
- (f) "Responsible party" means a person who resides within 30 miles from the rental property who can respond to emergencies or other situations at the registered property who is responsible on behalf of the owner and subject to all legal

responsibilities for the registered property on behalf of the owner if the owner does not reside within 30 miles of the rental property.

(g) "Short-term rental" means the rental of a single-family residence, a dwelling unit in a 1-to-4-family house, or any unit or group of units in a condominium unit for terms of not more than 30 consecutive days. Short-term rental does not include the rental of a hotel, motel, hotel condominium, home, or condominium unit that is located within a resort that offers amenities such as golf, a skiing restaurant facility, or group meeting accommodation.

(h) "Smoke detector" means a device, either battery operated or electrical, that detects visible or invisible particles of combustion.

(a)2. No person, firm, or business entity shall rent, lease, offer for rent or lease, or allow any residential unit, dwelling or property to be occupied by a nonowner without first obtaining a license/registering the property with the City therefor.

(b)3. A residential rental license shall be issued by the Code Official if: To register a rental property with the City, the owner shall provide a completed application that shall contain all of the following:

- (1) (a) Name and address of the owner of the residential rental property. An application is submitted indicating the owner, the number of units and buildings for which the application is sought, the type of units intended, and any other pertinent data sought by the Code Official.
- (b) Address of the rental and the number of units and buildings for which registration is sought, the type of units intended, the number of bedrooms in the dwelling unit and the size in square feet of each bedroom and any other pertinent property data that is included in the application.
- (c) The number of off-street parking spaces provided for the dwelling unit, which shall be the same as the number advertised and listed in the rental agreement.
- (d) The maximum number of occupants to which the applicant intends to rent the dwelling unit in any given rental period, which will be the same as the maximum number advertised and maximum number listed in the rental agreement, not to exceed two occupants per bedroom plus two additional occupants per finished story meeting the applicable egress requirements for occupancy as established by the Michigan Residential Code.
- (e) If a short-term rental, a copy of a certificate of insurance evidencing that the owner has \$1,000,000.00 or more liability insurance on the short-term rental property.
- (f) Contact information for a responsible party on behalf of the owner who is a local agent for the rental property. For purposes of this Chapter, the responsible party shall reside within 30 miles from the rental property.
- (a)(g) A sworn attestation that the dwelling is equipped with all of the following functional equipment in compliance with the current code in effect for the dwelling:

- (i) Carbon monoxide detector that may be battery-powered, plug-in with or without battery backup, wired into the property's AC power line with secondary battery backup, or connected to a system by means of a control panel.
    - (ii) Smoke detector.
    - (iii) One (1) Fire extinguisher per occupied floor of the dwelling.
- (h) If a short-term rental, a sworn attestation that the property owner or the responsible party will provide at least one copy of the City's Good Neighbor Policy with address section completed to the renters each time the dwelling unit is rented, trash pick-up locations and times, property boundaries, on-site parking spots, limitations on visitors, common areas available for use by guests, and a copy of the City noise and nuisance ordinances.
- (i) If a short-term rental, a copy of the current State of Michigan Certificate for short-term rentals, if required by the Michigan Department of licensing and regulatory affairs, or its successor.
- (2) An inspection is performed on the property sought to be licensed and all violations disclosed thereby are either corrected by the applicant or are waived by the Code Official upon a showing of practical difficulty by the applicant.
- (3) All application and inspection fees are paid.

4. All residential rentals in the City of Royal Oak shall:

- (a) Designate a responsible party who is responsible on behalf of the owner and subject to all legal responsibilities for the registered property on behalf of the owner and who shall reside within 30 miles from the rental property.
- (b) Post the street address of the property in two prominent locations within the residential dwelling to assist any occupants in directing emergency services to the location.
- (c) Not permit occupancy of the residential dwelling in excess of two occupants per bedroom plus two additional occupants per finished story meeting the applicable egress requirements for occupancy as established by the Michigan Residential Code.
- (d) Not permit occupancy of any attic or basement bedroom unless it has been constructed with recorded permits from the City and meets all of the requirements for occupancy under the Michigan Residential Code and Fire Code.
- (e) Possess a valid Certificate by the State of Michigan, for short-term rentals, if required by the Michigan Department of licensing and regulatory affairs, or its successor.

(f) Maintain the exterior of the property as required by the city code of ordinances and the Property Maintenance Code including but not limited to, yard maintenance, snow removal, proper use of and placement of refuse containers.

(g) Meet all of the requirements of Subsection 3 of this Ordinance.

5. A license-rental registration shall be in effect until the expiration date indicated on the license registration unless revoked for cause by the City. Failure to secure or renew a license registration in accordance with the provisions of this chapter or failure to pay such inspection fee is a violation of this chapter. A late charge of \$1 per day, per dwelling unit, with a minimum of \$5 shall be charged on all payments received after the due date, which is 30 days after the expiration of an existing license registration or 30 days after meeting the conditions notification that an initial license registration is required. All fees and charges shall be paid by the owner. If the owner fails to pay the City as provided within 30 days of demand by the City, the City shall have a lien on the property for all unpaid fees and charges and may enforce such lien in the manner prescribed by state law for the enforcement of tax liens.

6. (d) Suspension or revocation of licenses. Any rental registrationlicense issued by the City under this chapter may be suspended by the Code Official for cause, and any permit issued by the City may be suspended or revoked by the City Commission for cause. The licensee-owner shall have the right to a hearing before the Commission City Manager on any such action of the Code Official, provided a written request therefor is filed with the City Clerk within five days after receipt of said notice of such suspension. The Commission City Manager may shall, by written opinion, confirm such suspension or revoke or reinstate any such license rental registration. A copy of the City Manager's written decision shall be forwarded to the City Commission. The action taken by the Commission City Manager shall be final. Upon suspension or revocation of any license or permitregistration, the fee therefor shall not be refunded. Except as otherwise specifically provided in this chapter, any licensee whose licenseeowner who has had a rental registration been revoked shall not be eligible to apply for a new license registration for a period of one (1) year after such revocation.

7. (e) Cause defined. The term "cause," as used in this chapter, shall include the doing or omitting of any act, or permitting any condition to exist in connection with any registration license or permit granted under the provisions of this chapter, or upon any premises or facilities used in connection therewith, which act, omission or condition is:

(a1) Contrary to the health, morals, safety or welfare of the public.

(ab2) Unlawful, irregular or F-fraudulent information in the application or sworn attestation under this Section. in nature.

(be3) Unauthorized or beyond the scope of the license registration granted.

(cd4) Forbidden by the provisions of this chapter, or any duly established law, rule or regulation of the City or State applicable to housing.

(de5) A nuisance on the registeredlicensed property. Three (3) or more issued violations of the State Law, City of Royal Oak Code of Ordinances or Zoning Ordinance occurring from the use or occupancy of - police responses to a

registered property within a registration period violation of the City of Royal Oak Code of Ordinances or Zoning Ordinance shall constitute a nuisance for purposes of suspension and/or revocation of the rental registration.

(8.f) Inspections. In order to safeguard the safety, health and welfare of the public, the Code Official or his their representative is authorized to enter any structure or premises at any reasonable time for the purpose of making inspections and performing their his duties under this Code.

~~All one family, two family and multifamily dwelling units which are rented or leased, or are intended to be rented or leased, and all boardinghouses or lodging houses shall be inspected biannually.~~

(g9.) Fees. Fees for such licenses each property for rental registration shall be set by resolution of the City Commission. Such fees shall reflect the cost of processing, inspection, supervision and other related costs of regulation. The fees shall not be prorated or refundable. The fees shall be paid into the City Treasury.

Subsection B "Section 106.4, Violation penalties, is hereby amended to read as follows:" of Section 556-4, "Additional Amendments to Standards" of Chapter 556, "Property Maintenance", adopting by a reference the "International Property Maintenance Code, 2006 Edition" of the Code of Ordinances, City of Royal Oak, Michigan

**Sec. 556-4B Section 106.4, Violation penalties, is hereby amended to read as follows:**

106.4 Violations and penalties.

- (a) A person violating this chapter for the first time is responsible for a municipal civil infraction and subject to payment of a civil fine of not less than \$120050, plus costs.
- (b) A person violating this chapter for the second time is responsible for a municipal civil infraction and subject to payment of a civil fine of not less than \$350200150, plus costs.
- (c) A person violating this chapter for the third time is responsible is guilty of a misdemeanor, punishable by a fine of not more than \$500 or imprisonment for not more than 90 days, or to both such fine and imprisonment in the discretion of the court for a municipal civil infraction and subject to payment of a civil fine of not less than \$300200, plus costs and shall be deemed a nuisance per se and subject to revocation of the rental registration.
- (d) A person violating this chapter for the fourth or subsequent time is guilty of a misdemeanor, punishable by a fine of not more than \$500 or imprisonment for not more than 90 days, or to both such fine and imprisonment in the discretion of the court.

**SECTION 2. Repealer.**

All ordinances, or parts of ordinances, in conflict with this ordinance are repealed only to the extent necessary to give this ordinance full force and effect.

**SECTION 3. Severability.**

Should any section, subdivision, clause, or phrase of this ordinance be declared by the courts to be invalid, the validity of the ordinance as a whole, or in part, shall not be affected other than the part invalidated.

#### **SECTION 4. Savings.**

All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this ordinance takes effect, are saved and may be consummated according to the law in force when they were commenced.

#### **SECTION 5. Effective Date.**

This ordinance as ordered shall take effect ten (10) days after its adoption and upon publication.

#### **SECTION 6. Inspection.**

A copy of this ordinance may be inspected or purchased at the city clerk's office between the hours of 8:00 a.m. and 4:30 p.m. on regular business days and between the hours of 8:00 a.m. and 12:00 p.m. on Fridays.

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Michael Fournier, Mayor

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Melanie Halas, City Clerk

Date Adopted:

Date Published:

Effective Date:

**ORDINANCE NO. 2024-06**

**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 by amending Subsection A, "Section 104.8, Licenses and inspection, is hereby added to read as follows:" and Subsection B "Section 106.4, Violation penalties, is hereby amended to read as follows:" of Section 556-4, "Additional Amendments to Standards" of Chapter 556, "Property Maintenance", adopting by reference the "International Property Maintenance Code, 2006 Edition" of the Code of Ordinances, City of Royal Oak, Michigan, to provide for the registry and regulation of residential rentals in the city and to prescribe penalties and remedies for violations.

**THE CITY OF ROYAL OAK ORDAINS:**

**SECTION 1. Amendments.**

That Subsection A, "Section 104.8, Licenses and inspection, is hereby added to read as follows:" of Section 556-4, "Additional Amendments to Standards" of Chapter 556, "Property Maintenance", adopting by reference the "International Property Maintenance Code, 2006 Edition", of the Code of Ordinances, City of Royal Oak, Michigan, is hereby amended, to read as follows:

**A. Sec. 104.8, Rental Property Registration, is hereby added to read as follows:**

**104.8 Rental Property Registration:**

1. As used in this section:

- (a) "Carbon monoxide detector" means a device that detects carbon monoxide and alerts occupants via a distinct and audible signal that is either self-contained in the unit or activated via a system connection.
- (b) "Department" means the Michigan department of licensing and regulatory affairs, or its successor.
- (c) "Hotel condominium" means a group of condominium units or condominium projects rented by a common rental management company for transient rental that may include a reception or check-in desk.
- (d) "Owner" means the owner of a rental property located within the City of Royal Oak.
- (e) "Rental" means the rental of a single-family residence, a dwelling unit in a 1-to-4-family house, or any unit or group of units in a condominium unit.
- (f) "Responsible party" means a person who resides within 30 miles from the rental property who can respond to emergencies or other situations at the registered property who is responsible on behalf of the owner and subject to all legal

responsibilities for the registered property on behalf of the owner if the owner does not reside within 30 miles of the rental property.

- (g) "Short-term rental" means the rental of a single-family residence, a dwelling unit in a 1-to-4-family house, or any unit or group of units in a condominium unit for terms of not more than 30 consecutive days. Short-term rental does not include the rental of a hotel, motel, hotel condominium, home, or condominium unit that is located within a resort that offers amenities such as golf, a skiing restaurant facility, or group meeting accommodation.
- (h) "Smoke detector" means a device, either battery operated or electrical, that detects visible or invisible particles of combustion.

2. No person, firm, or business entity shall rent, lease, offer for rent or lease, or allow any residential unit, dwelling or property to be occupied by a nonowner without first registering the property with the City.
3. To register a rental property with the City, the owner shall provide a completed application that shall contain all of the following:
  - (a) Name and address of the owner of the residential rental property.
  - (b) Address of the rental and the number of units and buildings for which registration is sought, the type of units intended, the number of bedrooms in the dwelling unit and the size in square feet of each bedroom and any other pertinent property data that is included in the application.
  - (c) The number of off-street parking spaces provided for the dwelling unit, which shall be the same as the number advertised and listed in the rental agreement.
  - (d) The maximum number of occupants to which the applicant intends to rent the dwelling unit in any given rental period, which will be the same as the maximum number advertised and maximum number listed in the rental agreement, not to exceed two occupants per bedroom plus two additional occupants per finished story meeting the applicable egress requirements for occupancy as established by the Michigan Residential Code.
  - (e) If a short-term rental, a copy of a certificate of insurance evidencing that the owner has \$1,000,000.00 or more liability insurance on the short-term rental property.
  - (f) Contact information for a responsible party on behalf of the owner who is a local agent for the rental property. For purposes of this Chapter, the responsible party shall reside within 30 miles from the rental property.
  - (g) A sworn attestation that the dwelling is equipped with all of the following functional equipment in compliance with the current code in effect for the dwelling:
    - (i) Carbon monoxide detector that may be battery-powered, plug-in with or without battery backup, wired into the property's AC power line with secondary battery backup, or connected to a system by means of a control panel.

- (ii) Smoke detector.
- (iii) One (1) Fire extinguisher per occupied floor of the dwelling.

- (h) If a short-term rental, a sworn attestation that the property owner or the responsible party will provide at least one copy of the City's Good Neighbor Policy with address section completed to the renters each time the dwelling unit is rented, trash pick-up locations and times, property boundaries, on-site parking spots, limitations on visitors, common areas available for use by guests, and a copy of the City noise and nuisance ordinances.
- (i) If a short-term rental, a copy of the current State of Michigan Certificate for short-term rentals, if required by the Michigan Department of licensing and regulatory affairs, or its successor.

4. All residential rentals in the City of Royal Oak shall:
  - (a) Designate a responsible party who is responsible on behalf of the owner and subject to all legal responsibilities for the registered property on behalf of the owner and who shall reside within 30 miles from the rental property.
  - (b) Post the street address of the property in two prominent locations within the residential dwelling to assist any occupants in directing emergency services to the location.
  - (c) Not permit occupancy of the residential dwelling in excess of two occupants per bedroom plus two additional occupants per finished story meeting the applicable egress requirements for occupancy as established by the Michigan Residential Code.
  - (d) Not permit occupancy of any attic or basement bedroom unless it has been constructed with recorded permits from the City and meets all of the requirements for occupancy under the Michigan Residential Code and Fire Code.
  - (e) Possess a valid Certificate by the State of Michigan, for short-term rentals, if required by the Michigan Department of licensing and regulatory affairs, or its successor.
  - (f) Maintain the exterior of the property as required by the city code of ordinances and the Property Maintenance Code including but not limited to, yard maintenance, snow removal, proper use of and placement of refuse containers.
  - (g) Meet all of the requirements of Subsection 3 of this Ordinance.
5. A rental registration shall be in effect until the expiration date indicated on the registration unless revoked for cause by the City. Failure to secure or renew a registration in accordance with the provisions of this chapter or failure to pay such inspection fee is a violation of this chapter. A late charge of \$1 per day, per dwelling unit, shall be charged on all payments received after the due date, which is 30 days after the expiration of an existing registration or 30 days after meeting the conditions

that an initial registration is required. All fees and charges shall be paid by the owner. If the owner fails to pay the City as provided within 30 days of demand by the City, the City shall have a lien on the property for all unpaid fees and charges and may enforce such lien in the manner prescribed by state law for the enforcement of tax liens.

6. Any rental registration issued by the City under this chapter may be suspended by the Code Official for cause. The owner shall have the right to a hearing before the City Manager on any such action of the Code Official, provided a written request therefor is filed with the City Clerk within five days after receipt of said notice of such suspension. The City Manager shall, by written opinion, confirm such suspension or revoke or reinstate any such rental registration. A copy of the City Manager's written decision shall be forwarded to the City Commission. The action taken by the City Manager shall be final. Upon suspension or revocation of any registration, the fee therefor shall not be refunded. Except as otherwise specifically provided in this chapter, any owner who has had a rental registration revoked shall not be eligible to apply for a new registration for a period of one (1) year after such revocation.
7. The term "cause," as used in this chapter, shall include the doing or omitting of any act, or permitting any condition to exist in connection with any registration granted under the provisions of this chapter, or upon any premises or facilities used in connection therewith, which act, omission or condition is:
  - (a) Fraudulent information in the application or sworn attestation under this Section.
  - (b) Unauthorized or beyond the scope of the registration granted.
  - (c) Forbidden by the provisions of this chapter, or any duly established law, rule or regulation of the City or State applicable to housing.
  - (d) A nuisance on the registered property. Three (3) or more issued violations of the State Law, City of Royal Oak Code of Ordinances or Zoning Ordinance occurring from the use or occupancy of a registered property within a registration period shall constitute a nuisance for purposes of suspension and/or revocation of the rental registration.
8. To safeguard the safety, health and welfare of the public, the Code Official or their representative is authorized to enter any structure or premises at any reasonable time for the purpose of making inspections and performing their duties under this Code.
9. Fees for each property for rental registration shall be set by resolution of the City Commission. Such fees shall reflect the cost of processing, inspection, supervision and other related costs of regulation. The fees shall not be prorated or refundable. The fees shall be paid into the City Treasury.

Subsection B "Section 106.4, Violation penalties, is hereby amended to read as follows: "of Section 556-4, "Additional Amendments to Standards" of Chapter 556, "Property Maintenance", adopting by reference the "International Property Maintenance Code, 2006 Edition" of the Code of Ordinances, City of Royal Oak, Michigan

**Sec. 556-4B Section 106.4, Violation penalties, is hereby amended to read as follows:**

106.4 Violations and penalties.

- (a) A person violating this chapter for the first time is responsible for a municipal civil infraction and subject to payment of a civil fine of not less than \$200, plus costs.
- (b) A person violating this chapter for the second time is responsible for a municipal civil infraction and subject to payment of a civil fine of not less than \$350, plus costs.
- (c) A person violating this chapter for the third time is guilty of a misdemeanor, punishable by a fine of not more than \$500 or imprisonment for not more than 90 days, or to both such fine and imprisonment in the discretion of the court and shall be deemed a nuisance per se and subject to revocation of the rental registration.

**SECTION 2. Repealer.**

All ordinances, or parts of ordinances, in conflict with this ordinance are repealed only to the extent necessary to give this ordinance full force and effect.

**SECTION 3. Severability.**

Should any section, subdivision, clause, or phrase of this ordinance be declared by the courts to be invalid, the validity of the ordinance as a whole, or in part, shall not be affected other than the part invalidated.

#### **SECTION 4. Savings.**

All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this ordinance takes effect, are saved and may be consummated according to the law in force when they were commenced.

#### **SECTION 5. Effective Date.**

This ordinance as ordered shall take effect ten (10) days after its adoption and upon publication.

#### **SECTION 6. Inspection.**

A copy of this ordinance may be inspected or purchased at the city clerk's office between the hours of 8:00 a.m. and 4:30 p.m. on regular business days and between the hours of 8:00 a.m. and 12:00 p.m. on Fridays.

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Michael Fournier, Mayor

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Melanie Halas, City Clerk

Date Adopted:

Date Published:

Effective Date:

THE ADDRESS WHERE YOU ARE STAYING: \_\_\_\_\_

**Contact Information:**

Emergency or Urgent Care – 911

Code Enforcement Hotline – \_\_\_\_\_

Hospital – \_\_\_\_\_

Police Department (Non-Emergency) – \_\_\_\_\_

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## **Good Neighbor Guide**

### **A Guide for Renters**

Welcome to the City of Royal Oak. We hope you enjoy our beautiful community. During your visit, please remember that the vacation rental home where you are staying is in a residential neighborhood. Not everyone in the neighborhood is on vacation and many are required to rise early in the morning. To ensure our residents' quiet and peaceful enjoyment of their neighborhood, we have established a "Good Neighbor Guide." Please respect your neighbors and our city by following these guidelines. Failure to comply may result in neighborhood property owners notifying local law enforcement. This may result in fines for you and the property owner.

**Noise**

Be considerate and respect your neighbors' right to the quiet enjoyment of their home and property especially after 10:00 p.m. In addition, Ordinance Section 278-35 prohibits disorderly conduct and disturbing the peace. Violations may result in jail and/or fine.

**Parking**

In some areas street parking is limited; please use your vacation home's off-street parking whenever possible. If street parking is available, please engage in good neighbor practices by parking in front of your vacation home, being mindful not to block sidewalks, mailboxes, or driveways. Please ask your property owner/manager about alternative overnight parking lots that are available to help relieve parking congestion.

**Garbage Pickup**

Garbage shall not be left in public view except in proper containers. The regularly scheduled garbage day is \_\_\_\_\_. Please put your garbage out no sooner than the day before (preferably in the evening). Emptied garbage bins should be returned to their storage location as soon as possible after pickup and not remain at the curb overnight. Our ordinance prohibits storing refuse containers at the curb for more than 24 hours.

**Pets**

All pets are required to be on leashes whenever they are in unenclosed areas or on public areas. When walking your dogs, you are required to pick up and dispose of their waste. Please do not allow your pets to trespass on neighboring property. Pets should not be allowed to make loud and frequent noise that will disturb the peace and quiet of a neighborhood.

**Events & Occupancy**

Large events such as family reunions, weddings or parties have a negative impact on residential neighborhoods due to parking and noise. Please check your vacation homes' policies regarding events and day guests. Violations may result in immediate cancellation of your rental and potential charges for violating city ordinances.