



TROY CITY COUNCIL

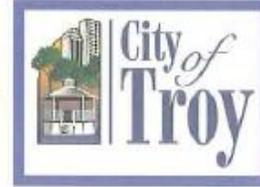
REGULAR MEETING

AGENDA

MAY 19, 2014
CONVENING AT 7:30 P.M.

Submitted By
The City Manager

NOTICE: Persons with disabilities needing accommodations for effective participation in this meeting should contact the City Clerk at (248) 524-3316 or via e-mail at clerk@troymt.gov at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.



TO: The Honorable Mayor and City Council
Troy, Michigan

FROM: Brian Kischnick, City Manager

SUBJECT: Background Information and Reports

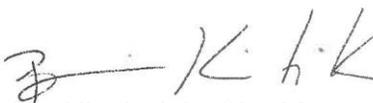
Ladies and Gentlemen:

This booklet provides a summary of the many reports, communications and recommendations that accompany your agenda. Also included are suggested or requested resolutions and/or ordinances for your consideration and possible adoption.

Supporting materials transmitted with this Agenda have been prepared by department directors and staff members. I am indebted to them for their efforts to provide insight and professional advice for your consideration.

As always, we are happy to provide such added information as your deliberations may require.

Respectfully submitted,


Brian Kischnick, City Manager



TROY CITY COUNCIL

VISION STATEMENT AND GOALS

Adopted: Monday, February 7, 2011

VISION:

To honor the legacy of the past and build a strong, vibrant future and be an attractive place to live, work, and grow a business.

GOALS:

Provide a safe, clean, and livable city

- Practice good stewardship of infrastructure
- Maintain high quality professional community oriented police and fire protection
- Conserve resources in an environmentally responsible manner
- Encourage development toward a walkable, livable community

Provide effective and efficient local government

- Demonstrate excellence in community services
- Maintain fiscally sustainable government
- Attract and support a committed and innovative workforce
- Develop and maintain efficiencies with internal and external partners
- Conduct city business and engage in public policy formation in a clear and transparent manner

Build a sense of community

- Communicate internally and externally in a timely and accurate manner
- Develop platforms for transparent, deliberative and meaningful community conversations
- Involve all stakeholders in communication and engagement activities
- Encourage volunteerism and new methods for community involvement
- Implement the connectedness of community outlines in the Master Plan 2008

Attract and retain business investment

- Clearly articulate an economic development plan
- Create an inclusive, entrepreneurial culture internally and externally
- Clarify, reduce and streamline investment hurdles
- Consistently enhance the synergy between existing businesses and growing economic sectors
- Market the advantages of living and working in Troy through partnerships

2014/2015

TOP 11 STRATEGIES

Vision | To honor the past, build a strong, vibrant future and be an attractive place to live, work, and grow a business.

'Why' | We believe a strong community embraces diversity, promotes innovation, and encourages collaboration. We strive to lead by example within the region. We do this because we want everyone to choose Troy as their community for life. We believe in doing government the best.

1

Improve road/infrastructure conditions, including County roads

Maintain a branding and marketing plan to effectively communicate

3

Build and maintain strong, productive service levels

Maintain strong Public Safety service

5

Increase outreach to residents, businesses, and neighboring communities

Facilitate redevelopment of underutilized office and industrial sites

7

Advance technology to gain efficiencies

Update and identify funding for the Pathways and Trails Plan

9

Implement a way-finding strategy for City resources

Enhance gateways and entrance to create a sense of place

11

Embrace the Transit Center

2

4

6

8

10



**CITY COUNCIL
AGENDA**
May 19, 2014 – 7:30 PM
Council Chambers
City Hall - 500 West Big Beaver
Troy, Michigan 48084
(248) 524-3317

INVOCATION: **1**

PLEDGE OF ALLEGIANCE: **1**

A. CALL TO ORDER: **1**

B. ROLL CALL: **1**

C. CERTIFICATES OF RECOGNITION AND SPECIAL PRESENTATIONS: **1**

C-1 Appreciation to Troy Athens Student Council for Raising More Than \$56,000 During Charity Week (Charity was "The Desert Angel") (*Introduced by: Cindy Stewart, Community Affairs Director*) 1

C-2 Proclamation for Asian American Pacific Heritage Month Presented by Mayor Dane Slater to Mumtaz Haque, Commissioner, Michigan Asian Pacific American Affairs Commission and Troy Resident (*Introduced by: Cindy Stewart, Community Affairs Director*) 1

C-3 NEXT Professional Development Program (*Introduced by: Maggie Hughes with NEXT Team: Marcus Vanderpool, Andrew Lavoie, Kathy Kostopoulos, Matt Hughes, and Bryan Martin*) and Cross Section of a Right-of-Way (*Introduced by: Matt Hughes*) 1

C-4 Troy Roads Rock 2014 Program (*Introduced by: Steve Vandette, City Engineer, Paul Evans, Zoning & Compliance Specialist, and Police Officer Milt Stansbury*) 1

D. CARRYOVER ITEMS: **2**

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SCHEDULED SPECIAL CITY COUNCIL MEETINGS: **12**

INVOCATION:**PLEDGE OF ALLEGIANCE:****A. CALL TO ORDER:****B. ROLL CALL:**

- a) Mayor Dane Slater
Jim Campbell
Wade Fleming
Dave Henderson
Ellen Hodorek
Ed Pennington
Doug Tietz

- b) Excuse Absent Council Members:

Suggested Resolution
Resolution #2014-05-
Moved by
Seconded by

RESOLVED, That Troy City Council hereby **EXCUSES** the absence of _____ at the Regular City Council Meeting of May 19, 2014, due to _____.

Yes:
No:

C. CERTIFICATES OF RECOGNITION AND SPECIAL PRESENTATIONS:

C-1 Appreciation to Troy Athens Student Council for Raising More Than \$56,000 During Charity Week (Charity was "The Desert Angel") (*Introduced by: Cindy Stewart, Community Affairs Director*)

C-2 Proclamation for Asian American Pacific Heritage Month Presented by Mayor Dane Slater to Mumtaz Haque, Commissioner, Michigan Asian Pacific American Affairs Commission and Troy Resident (*Introduced by: Cindy Stewart, Community Affairs Director*)

C-3 NEXT Professional Development Program (*Introduced by: Maggie Hughes with NEXT Team: Marcus Vanderpool, Andrew Lavoie, Kathy Kostopoulos, Matt Hughes, and Bryan Martin*) and Cross Section of a Right-of-Way (*Introduced by: Matt Hughes*)

C-4 Troy Roads Rock 2014 Program (*Introduced by: Steve Vandette, City Engineer, Paul Evans, Zoning & Compliance Specialist, and Police Officer Milt Stansbury*)

D. CARRYOVER ITEMS:

D-1 No Carryover Items**E. PUBLIC HEARINGS:**

E-1 No Public Hearings**F. PUBLIC COMMENT FOR ITEMS ON THE AGENDA FROM TROY RESIDENTS AND BUSINESSES:**

In accordance with the Rules of Procedure for the City Council, Article 17 – Members of the Public and Visitors:

Any person not a member of the City Council may address the Council with recognition of the Chair, after clearly stating the nature of his/her inquiry or comment. *City Council requests that if you do have a question or concern, to bring it to the attention of the appropriate department(s) whenever possible. If you feel that the matter has not been resolved satisfactorily, you are encouraged to bring it to the attention of the City Manager, and if still not resolved satisfactorily, to the Mayor and Council.*

- Petitioners shall be given a fifteen (15) minute presentation time that may be extended with the majority consent of City Council.
- Any member of the public, not a petitioner of an item, shall be allowed to speak for up to three (3) minutes to address any Public Hearing item.
- Any Troy resident or Troy business representative, not a petitioner of an item, shall be allowed to speak for up to three (3) minutes total to address Postponed, Regular Business, Consent Agenda or Study items or any other item on the Agenda as permitted under the Open Meetings Act during the *Public Comment for Items On the Agenda from Troy Residents and Businesses* portion of the Agenda.
- Any Troy resident or Troy business representative, not a petitioner of an item, shall be allowed to speak for up to three (3) minutes to address any topic not on the Agenda as permitted under the Open Meetings Act during the *Public Comment for Items Not on the Agenda from Troy Residents and Businesses* portion of the Agenda.
- Any member of the public who is not a Troy resident or Troy business representative shall be allowed to speak for up to three (3) minutes to address any topic on or not on the Agenda as permitted under the Open Meetings Act during the *Comments for Items On or Not On the Agenda from Members of the Public Outside of Troy (Not Residents of Troy and Not From Troy Businesses)* portion of the Agenda.
- All members of the public who wish to address the Council at a meeting shall be allowed to speak only if they have signed up to speak within thirty minutes before or within fifteen minutes after the meeting's start time. Signing up to speak requires each speaker provide his or her name and residency status (Troy resident, non-resident, or Troy business owner). If the speaker is addressing an Item (or Items) that appear on the pre-printed agenda, then the speaker shall also identify each such agenda item number(s) to be addressed.
- City Council may waive the requirements of this section by a majority vote of the City Council members.
- Agenda items that are related to topics where there is significant public input anticipated should initiate the scheduling of a Special meeting for that specific purpose.

The following has been approved by Troy City Council as a statement of the rules of decorum for City Council meetings. The Mayor will also provide a verbal notification of these rules prior to Public Comment:

The audience should be aware that all comments are to be directed to the Council rather than to City Administration or the audience. Anyone who wishes to address the Council is required to sign up to speak within thirty minutes before or within fifteen minutes of the start of the meeting. There are three Public Comment portions of the Agenda. For Items On the Agenda, Troy Residents and Business Owners can sign up to address Postponed, Regular Business, Consent Agenda, or Study items or any other item on the Agenda. Troy Residents and Business Owners can sign up to address all other topics under Items Not on the Agenda. All Speakers who do not live in Troy or own a Troy business may sign up to speak during the Comments on Items On and Not On the Agenda from Members of the Public Outside of Troy. Also, there is a timer on the City Council table in front of the Mayor that turns yellow when there is one minute of speaker time remaining, and turns red when the speaker's time is up.

In order to make the meeting more orderly and out of respect, please do not clap during the meeting, and please do not use expletives or make derogatory or disparaging comments about any one person or group. If you do so, then there may be immediate consequences, including having the microphone turned off, being asked to leave the meeting, and/or the deletion of speaker comments for any re-broadcast of the meeting. Speakers should also be careful to avoid saying anything that would subject them to civil liability, such as slander and defamation.

Please avoid these consequences and voluntarily assist us in maintaining the decorum befitting this great City.

G. CITY COUNCIL/CITY ADMINISTRATION RESPONSE/REPLY TO PUBLIC COMMENT:

H. POSTPONED ITEMS:

H-1 No Postponed Items

I. REGULAR BUSINESS:

I-1 Board and Committee Appointments: a) Mayoral Appointments – Brownfield Redevelopment Authority, Planning Commission; b) City Council Appointments – None

a) Mayoral Appointments:

Suggested Resolution
Resolution #2014-05-
Moved by
Seconded by

RESOLVED, That the Mayor of the City of Troy hereby **APPOINTS** the following nominated person(s) to serve on the Boards and Committees as indicated:

Brownfield Redevelopment Authority

Appointed by Mayor
7 Regular Members
3 Year Term

Term Expires: 4/30/2017

Rosemary Kornacki

Term currently held by: Rosemary Kornacki

Term Expires: 4/30/2017

Robert Swartz

Term currently held by: Robert Swartz

Planning Commission

Appointed by Mayor
9 Regular Members
3 Year Term

Nominations to the Planning Commission:

Term Expires: 12/31/2014

Karen Crusse

Term currently held by: VACANT - Robert Schultz resigned 3/25/2014.

Yes:
No:

b) City Council Appointments: None

I-2 Board and Committee Nominations: a) Mayoral Nominations – None; b) City Council Nominations –Historic District Commission

a) Mayoral Nominations: None

b) City Council Nominations:

Suggested Resolution
Resolution #2014-05-
Moved by
Seconded by

RESOLVED, That Troy City Council hereby **FORWARDS** the following nominated person(s) to serve on the Boards and Committees as indicated to the next Regular City Council Meeting for action:

Historic District Commission

Appointed by Council
7 Regular Members
3 Year Term

Current Members:

Last Name	First Name	App Res Expire	Appointment Expire	Notes 1
Chambers	Barbara	12/20/2015	3/1/2017	
Knight	Barbara		3/1/2015	
McGee	Timothy	8/13/2014	5/15/2015	
Partlan	Ann	2/24/2013	3/1/2014	Historical Society Recommendation
Petrulis	Al		3/1/2017	
Schuchter	Doris	11/22/2013	5/15/2015	Historical Society Recommendation
Voigt	W. Kent	1/23/2015	3/1/2016	

Nominations to the Historic District Commission:

Term Expires: 3/1/2017

Term currently held by: Ann Partlan

Interested Applicants:

Last Name	First Name	App Resume Expire	Notes 1
McCown	Paul	7/10/2015	
Viola	Vincent	6/13/2014	

Yes:

No:

I-3 Request for Closed Session

Suggested Resolution

Resolution #2014-05-

Moved by

Seconded by

BE IT RESOLVED, That Troy City Council **SHALL MEET** in Closed Session, as permitted by MCL15.268 (e) – Pending Litigation – *T.R. Pieprzak v. City of Troy*.

Yes:

No:

I-4 Film and Video Ordinance Amendment (Introduced by: Brenda Carter, Interim Assistant to the City Manager)

Suggested Resolution

Resolution #2014-05-

Moved by

Seconded by

a) Chapter 61A, Film Production

RESOLVED, That an ordinance is approved as Chapter 61A, Film Production, City of Troy Ordinances, as recommended by City Administration. A copy of the ordinance shall be **ATTACHED** to the original Minutes of the meeting.

b) Amendment to Chapter 3,

RESOLVED, That Section 1.141(7), Section 1.141(9) and Section 1.141(10) of Chapter 3, Administrative Service, of the City of Troy Ordinances are hereby **AMENDED** as recommended by City Administration. A copy of the ordinance amendments shall be **ATTACHED** to the original Minutes of the meeting.

c) Amendment to Chapter 60

RESOLVED, That Chapter 60, Fees and Bonds Required, is **AMENDED** to add new provisions to Section 60.03, City of Troy Ordinances regarding Chapter 61A - Film Production, application and permit fees and/or cash bonds, as recommended by City Administration. A copy of the ordinance amendment shall be **ATTACHED** to the original Minutes of the meeting.

Yes:

No:

I-5 Traffic Committee Recommendations – Request for Removal of No Parking Zone – 1914 Witherbee (Introduced by: Bill Huotari, Deputy City Engineer)

Suggested Resolution

Resolution #2014-05-

Moved by

Seconded by

Item # 4 Request for Removal of No Parking Zone – 1914 Witherbee

RESOLVED, that NO changes **BE MADE** to the No Parking restrictions, along the south side of Witherbee between Graefield and Eton, from 8:15 – 9:15 AM and 3:15 – 4:15 PM on school days.

Yes:

No:

J. CONSENT AGENDA:

J-1a Approval of “J” Items NOT Removed for Discussion

Suggested Resolution

Resolution #2014-05-

Moved by

Seconded by

RESOLVED, That Troy City Council hereby **APPROVES** all items on the Consent Agenda as presented with the exception of Item(s) _____, which shall be **CONSIDERED** after Consent Agenda (J) items, as printed.

Yes:

No:

J-1b Address of “J” Items Removed for Discussion by City Council

J-2 Approval of City Council Minutes

Suggested Resolution

Resolution #2014-05-

RESOLVED, That Troy City Council hereby **APPROVES** the following Minutes as submitted:

- a) City Council Minutes-Draft – May 12, 2014

J-3 Proposed City of Troy Proclamations: None

J-4 Standard Purchasing Resolutions:

- a) **Standard Purchasing Resolution 2: Award to Lowest Bidder Meeting Specifications - Custodial Supplies**

Suggested Resolution

Resolution #2014-05-

RESOLVED, That Troy City Council hereby **AWARDS** a contract to provide one (1) year requirements of Custodial Supplies with an option to renew for two (2) additional years to the low bidder meeting specifications; *Empire Equipment and Supply Co. of Detroit, MI*, at an estimated annual total cost of \$29,681.70; at unit prices contained in the bid tabulation opened May 8, 2014, a copy of which shall be **ATTACHED** to the original Minutes of this meeting to be purchased on an as-needed basis as specified, with the contract expiring June 30, 2017.

- b) **Standard Purchasing Resolution 2: Low Bidder Meeting Specifications - Parking Lot Maintenance Program – Department of Public Works**

Suggested Resolution

Resolution #2014-05-

RESOLVED, That Troy City Council hereby **APPROVES** a contract to complete an asphalt overlay to the front employee and visitor Department of Public Works parking lot to the low bidder meeting specifications; *Asphalt Specialties, Inc., of Pontiac, Michigan*, for an estimated total cost of \$19,465.00, not to exceed budgetary limitations; at the unit prices contained in the bid tabulation opened May 15, 2014, a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

BE IT FURTHER RESOLVED, That the award is **CONTINGENT** upon contractor's submission of properly executed contract documents, including insurance certificates and all other specified requirements.

c) Standard Purchasing Resolution 2: Sole Bidder Meeting Specifications - Boiler Replacement for the Troy Historic Village

Suggested Resolution
Resolution #2014-05-

RESOLVED, That Troy City Council hereby **APPROVES** a contract to furnish all labor, materials and equipment to complete the Troy Historic Village Boiler Replacement to the sole bidder meeting specifications; *Denny's Heating and Cooling & Refrigeration Svc., Inc. of Troy, MI* for an estimated total cost of \$98,800.00, not to exceed budgetary limitations; at the unit prices contained in the bid tabulation opened April 24, 2104, a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

BE IT FURTHER RESOLVED, That the award is **CONTINGENT** upon contractor's submission of properly executed contract documents, including insurance certificates and all other specified requirements.

d) Standard Purchasing Resolution 4: REMC Contract - Server Replacement

Suggested Resolution
Resolution #2014-05-

RESOLVED, That Troy City Council hereby **AWARDS** a contract to purchase one (1) new server including hardware, maintenance and operating system software from Dell Marketing, LP through the State of Michigan REMC Program for an estimated total cost of \$18,998.87; as quoted in Appendix A, a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

J-5 Request for Amendment to the Oakland County Solid Waste Plan – Rizzo Environmental Services (Introduced by: Tim Richnak, Department of Public Works Director)

Suggested Resolution
Resolution #2014-05-

a) Oakland County Resolution

WHEREAS, Oakland County ("County") has a Solid Waste Management Plan ("Plan") that was prepared in accordance with Public Act 451, as amended, 1994, Part 115; Solid Waste Management; and

WHEREAS, The law requires that the Plan identify all solid waste landfills, Type A Transfer Stations, and Waste Processing Facilities within the County and that the Plan must be amended if the County desires to include new facilities or sites; and

WHEREAS, The Oakland County Executive received a request to amend the County Solid Waste Management Plan for the inclusion of a proposed Type A Transfer Station and a Waste Processing Facility to be located on the same piece of property in Pontiac at 900 Baldwin Avenue from Pontiac Baldwin, LLC and Rizzo Properties LLC (“Requested Amendment”); and

WHEREAS, The Oakland County Solid Waste Planning Committee (“SWPC”), along with the staff of the Oakland County Economic Development & Community Affairs Department, which is the Designed Planning Agency (“DPA”) for Oakland County have met and discussed this requested amendment to the Plan; and

WHEREAS, The Oakland County Solid Waste Planning Committee authorized by resolution that the requested amendment be released for the required 90-day public comment period which was held from December 14, 2013-March 17, 2014 and was widely publicized to all Oakland County municipalities, adjacent counties, the Board of Commissioners, the MI Department of Environmental Quality, SEMCOG and other interested parties; and

WHEREAS, Notice of the public comment period and date of a public hearing was published in The Oakland Press on December 13, 2013 and all corresponding documents were available for public review in the Oakland County One Stop Shop, as well as on the Oakland County website; and

WHEREAS, The applicants ,Baldwin Pontiac, LLC and Rizzo Properties LLC have entered into a host community agreement with the City of Pontiac to provide the City of Pontiac additional benefits; and

WHEREAS, A public hearing was held on February 26, 2014 at the Oakland County Executive Office Building; and

WHEREAS, The SWPC met after the end of the 90-day public comment period and reviewed the transcript of the public hearing and considered all written and verbal public comments received during the meetings and public comment period. The SWPC approved the requested amendment and recommended that it be forwarded to the Oakland County Board of Commissioners for consideration; and

WHEREAS, The Oakland County Board of Commissioners approved the requested amendment at its April 17, 2014 meeting; and

WHEREAS, Per Public Act 451, Part 115, Solid Waste Management, Section 11536, it is a requirement that a solid waste plan amendment must receive support via resolution by no less than 67% of the local units of government within the respective county before being sent to the Michigan Department of Environmental Quality for approval;

NOW, THEREFORE BE IT RESOLVED, That Troy City Council of the City of Troy does hereby **APPROVE** the requested amendment to the Oakland County Solid Waste Plan for the inclusion of a Type A Transfer Station and Solid Waste Processing Facility to be located at 900 Baldwin Avenue in Pontiac, MI.

Yes:

No:

b) City of Troy Resolution

WHEREAS, Oakland County has experienced significant changes in population, employment, waste generation, landfill capacity and recycling technology and the plan no longer reflects the current conditions in Oakland County.

RESOLVED, That Troy City Council hereby **REQUESTS** that Oakland County fully update the 2000 Solid Waste Management Plan in accordance with State law.

BE IT FURTHER RESOLVED, That Oakland County **BEGINS** this review and update without delay after the current amendment process is completed.

K. MEMORANDUMS AND FUTURE COUNCIL AGENDA ITEMS:

K-1 Announcement of Public Hearings: None Submitted

K-2 Memorandums (Items submitted to City Council that may require consideration at some future point in time): None Submitted

- a) Amendment to Chapter 20 of the Troy City Code (Water and Sewer Rates)
- b) Resolution to Permit Use of Shell Crackers to Disperse Migratory Waterfowl – Emerald Lakes Subdivision

L. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA FROM TROY RESIDENTS AND BUSINESSES:**M. COUNCIL REFERRALS:**

Items Advanced to the City Manager by Individual City Council Members for Placement on the Agenda

M-1 No Council Referrals Advanced

N. COUNCIL COMMENTS:

N-1 No Council Comments Advanced

O. REPORTS:

O-1 Minutes – Boards and Committees:

- a) Building Code Board of Appeals-Final – March 5, 2014
- b) Planning Commission Special/Study Minutes-Draft - April 22, 2014
- c) Planning Commission Special/Study-Final – April 22, 2014

O-2 Department Reports:

- a) Engagement Letter with Rehmann Robson for the City of Troy for the Year Ending June 30, 2014 – Audit Services
- b) Interim Financial Statements for the Nine Months Ended March 31, 2014
- c) Quarterly SOCRRA Report – April, 2014

O-3 Letters of Appreciation: None Submitted

O-4 Proposed Proclamations/Resolutions from Other Organizations: None Submitted

O-5 Notice of Public Hearing – Oakland County Water Resource Commissioner – On the Proposed Evergreen Farmington Sewage Disposal System

P. COMMENTS ON ITEMS ON OR NOT ON THE AGENDA FROM MEMBERS OF THE PUBLIC OUTSIDE OF TROY (NOT RESIDENTS OF TROY AND NOT FROM TROY BUSINESSES):

Q. STUDY ITEMS:

Q-1 No Study Items

R. CLOSED SESSION:

R-1 Closed Session – 1) T.R. Pieprzak v City of Troy, and 2) City Manager Personnel Evaluation

S. ADJOURNMENT:

Respectfully submitted,



Brian Kischnick, City Manager

FUTURE CITY COUNCIL PUBLIC HEARINGS:

SCHEDULED REGULAR CITY COUNCIL MEETINGS:

June 2, 2014	Regular Meeting
June 16, 2014	Regular Meeting
July 7, 2014	Regular Meeting
July 21, 2014	Regular Meeting
August 11, 2014	Regular Meeting
August 25, 2014	Regular Meeting
September 8, 2014	Regular Meeting
September 22, 2014	Regular Meeting
October 6, 2014	Regular Meeting
October 20, 2014	Regular Meeting
November 10, 2014	Regular Meeting
November 24, 2014	Regular Meeting
December 1, 2014	Regular Meeting
December 15, 2014	Regular Meeting

SCHEDULED SPECIAL CITY COUNCIL MEETINGS:

**PROCLAMATION
ASIAN AND PACIFIC ISLANDER HERITAGE MONTH
MAY 2014**

WHEREAS, The vast diversity of languages, religions, and cultural traditions of **Asian Americans and Pacific Islanders** continues to strengthen the fabric of American society; and

WHEREAS, From the arrival of the first **Asian and Pacific Islander** immigrants more than 150 years ago to those who arrive today, as well as those native to the Hawaiian Islands and to our Pacific Island territories, all possess the common purpose of the fulfilling the American dream and leading a life bound by the American ideals of life, liberty, and the pursuit of happiness; and

WHEREAS, During **Asian and Pacific Islander Heritage Month**, we remember the challenges and celebrate the achievements that define our history. **Asian Americans and Pacific Islanders** have endured and overcome hardships and heartaches; and

WHEREAS, Amidst these struggles, **Asian Americans and Pacific Islanders** have contributed in great and significant ways to all aspects of society. They have created works of literature and art, thrived as American athletes, and prospered in the world of academia. **Asian Americans and Pacific Islanders** have played a vital role in our Nation's economic and technological growth by establishing successful enterprises and pushing the limits of science; and

WHEREAS, They are serving in positions of leadership within the government more now than ever before, and along with all of our great service men and women, they have defended and served the United States with valor from threats at home and abroad; and

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of the City of Troy hereby proclaim the **Month of May 2014 as Asian and Pacific Islander Heritage Month**;

BE IT FURTHER RESOLVED, That we invite **all Troy residents to** recognize and celebrate the vital role **Asian Americans and Pacific Islanders** have played in our Nation's history, as well as their outstanding achievements today and into the future.

Presented this 19th day of May 2014.



CITY COUNCIL AGENDA ITEM

Date: May 12, 2014

To: Brian Kischnick, City Manager

From: Maggie Hughes, Management Assistant
Marcus Vanderpool, Community Affairs Assistant
Andrew Lavoie, Human Resources Assistant
Kathryn Kostopoulos, Accounting Assistant
Matt Hughes, DPW Streets Assistant
Bryan Martin, Finance Assistant

Subject: NEXT Professional Development Program presentation

The NEXT Professional Development group, empowered by the City Manager, created the Troy NEXT Professional Development Program as an exciting and unique employment opportunity for students seeking university credit, recent grads pursuing new work experiences, or for those persons who are looking to enrich their career. As a NEXT employee you'll do much more than make coffee and push paper. Here you will learn about the career you want while gaining priceless, hands-on local government experience. You have the opportunity to work in collaboration with departmental leaders and specialists in Public Administration, Finance, Human Resources, Marketing and more to make a significant difference. The City of Troy is here to help take careers to the NEXT level.

NEXT Assistants are recruited from a number of universities and communities. To welcome them to both our city and staff it is important that they understand who we are. We developed the City of Troy NEXT Professional Development Program Welcome Packet to do just that. Some features of the packet include an introduction to our Why? statement and vision, city departments, and who elected officials and senior staff are. It also highlights some key issues in Troy, gives a brief community profile, and shares upcoming events. NEXT Assistants are expected to join in meetings and projects immediately, so having a strong foundation that is built on knowledge is key.

City of Troy



Professional Development Program

Program Overview

The Troy NEXT Professional Development Program is concentrated on helping current students and graduates figure out what is next in their professional life. Whether you are a current student, recent graduate, or graduated 20 years ago, Troy is committed to helping new professionals take the *next* step. In this program you are much more than an Intern, you are an employee and valued as such. Being a NEXT participant means you'll do much more than make coffee and push paper. You will be involved in meetings with your department head and City Manager. You will be involved in current city events whether it is the budget or collaborative projects. Here you will learn about the career you want while gaining priceless, hands-on experience. You have the opportunity to collaborate with Departmental leaders and specialists in Public Administration, Finance, Human Resources, Marketing and more. The City of Troy is here to help take your career to the NEXT level.

How to Apply

- 1.) Application
- 2.) Resume
- 3.) Three Professional References

Municipalities are unique in that they employ a wide array of people with diverse backgrounds. We work with individuals from all fields of study. Look for your degree concentration and see what works best for you and your skill set.

Department and Degree types

Community Affairs

Communications, Journalism, Public Relations, Public Administration, Marketing

Human Resources

Human Resources, Management

Finance

Accounting, Math

Management

Public Administration, Business, Political Science, Social Science

Public Works

Civil Engineering, Transportation Engineering and Construction Management

Evaluation Steps

There will be a mid-term and final evaluation with your department head and City Manager. Where you will relay information on your experience as well as be given feedback on your performance. This meeting will also help you in determining future possibilities whether that is guiding you to another municipality or business, hiring you full-time to our team, or writing letters of reference.

City of Troy



Professional Development Program

Welcome Packet

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AWESOME
UNIQUE
COMMITMENT
COMMUNICATION
AMAZING
ABLE
EXCITEMENT
HONESTY
DILIGENCE
DIGNITY
LEARNING
BLESSED
INNOVATION
ENERGY
TEAM
BRAVERY
ENTHUSIASM
RESPECT
RESPONSIBILITY
VALUABLE
SPIRIT
PASSION
LEADERSHIP
DEVOTION
CONVICTION
DISCIPLINE
FANTASTIC
DETERMINATION
ORIGINAL
COLLABORATION
ACCOUNTABLE
OUTSTANDING
GROWTH
FRIENDLY
AMBITION
INDEPENDENCE
INTEGRITY
VIBRANT
COMMUNITY
WOW
COMPETENCE
CREATIVE
PERFECTION
CAPABLE
INSPIRED
DRIVE
FUN
FUTURE
EFFICIENT

What's NEXT?

The Troy NEXT Professional Development Program was created as an exciting and unique employment opportunity for students seeking university credit, recent grads pursuing new work experiences, or for those persons who are looking to enrich their career. As a NEXT employee you'll do much more than make coffee and push paper. Here you will learn about the career you want while gaining priceless, hands-on local government experience. You have the opportunity to work in collaboration with Departmental leaders and specialists in Public Administration, Finance, Human Resources, Marketing and more to make a significant difference. The City of Troy is here to help take your career to the NEXT level.

Department Overview

Accounting

Lisa Burnham

Accounting Manager

248.524.3411

(l.burnham@troymi.gov)

Mission Statement

The mission of the Accounting Department is to achieve excellence in the accounting of all financial transactions, and to provide support to city departments with financial, budgetary and procurement issues.

Service Statement

The Accounting Department is responsible for the books of original entry for the assets, liabilities, equities, revenues and expenditures of the city. Payroll, retiree payments, accounts payable, escrow deposits, fixed asset details, grant records, investment records and accounts receivable are processed, recorded and reported under the direction of the Accounting Manager. All funds are monitored for accuracy and proper accounting methods, ensuring appropriate internal controls are in place. The department contributes to the production of an annual audited financial report and its expansion into the Comprehensive Annual Financial Report (CAFR).

Financial reports and budgetary inquiries are available to all departments on a continual basis. Reports include current and previous year actual expenditures to compare to budgeted figures for ongoing analysis. The Accounting Department maintains current information for these reports and inquiries by posting and updating financial transactions daily, and offers assistance to other departments by answering questions regarding this data.

Processing payroll for all city employees is an important function of the Accounting Department. All time sheet information is recorded by the department and income tax withholding payments related to payroll are processed in a timely manner. In addition to maintaining records and processing the regular bi-weekly payroll for current employees, records are maintained and monthly checks are processed for the city's retirees.

The Accounting Department processes accounts payable payments weekly. For all expenditures, appropriate approvals and required procurement procedures are monitored. Requisitions for goods and services are reviewed and approved. Account numbers assigned by requesting departments are verified for accuracy before checks are issued. The address book for accounts payable vendors is maintained within the department. Accounts Receivable responsibilities include reviewing and approving the revenue collections process, and monitoring revenues received. Budget analysis is also performed.

Fixed assets and depreciable asset records are also maintained by the department. Investment records are kept by the department. Records of grant monies received are maintained in accordance with federal and state requirements. Associated expenditures are monitored for compliance and documentation is provided to the government entity as required.

Department Overview

Community Affairs

Cindy Stewart

Community Affairs Director

248.524.3326

(cindy.steward@troymi.gov)

Mission Statement

The mission of the Community Affairs Department is to increase community awareness and involvement in programs, services and community events. It shares information with residents, public officials, business community, and city employees utilizing all means of communication.

Service Statement

The Community Affairs Department publishes the Troy Today quarterly newsletter, brochures, pamphlets, and City Service Directories. The department updates the city website (www.troymi.gov), distributes New Resident Packets, executes community surveys and produces WTRY (10 WideOpenWest / 17 Comcast) Cable TV programming. Residents and employees can watch Troy City Council Meetings LIVE or on replay, as well as coverage of major city events, activities and local sports.

Community Affairs updates important and time-sensitive announcements on the city's cable channel and the website. Staff replies to respond comments, questions and requests via phone, e-mail, and the city's Postcard Feedback Program. All WTRY Channel 10/17 cable television services are coordinated through the Community Affairs Department. WTRY cablecasts City Council meetings LIVE and replays them throughout the week. It cablecasts additional meetings, including Planning Commission and Zoning Board of Appeals. WTRY produces DVDs and airs events, lectures and concerts.

The Community Affairs Department and Community Affairs Director report to the Director of Economic and Community Development in the City Manager's Office.

Department Overview

City Manager's Office

Brian Kischnick

City Manager

248.524.3326

(b.kischnick@troymi.gov)

Mark Miller

Director of Economic
& Comm. Development

248.524.3351

(millermf@troymi.gov)

Thomas Darling

Director of Financial Services

248.524.3319

(t.darling@troymi.gov)

Mission Statement

The mission of the City Manager's Office is to partner with City Council in achieving the goals and objectives set forth for the City of Troy. To this end, a key factor is the identification of priorities and establishment of management procedures that develop and effectively utilize city resources.

Service Statement

The City Manager's Office consists of the City Manager, Director of Financial Services, Director of Economic and Community Development, and support staff. The office ensures the proper management of city operations and public representation and participation. In addition, the City Manager's office supports the day-to-day operations of all city departments.

As the city's chief administrative officer, the City Manager is responsible for directing the administration of the city government. The Manager's responsibilities include organizational management, fiscal management, program development, and program evaluation. The City Manager must be aware of new methods as they apply to city services. New developments in the area of public policy are researched and analyzed to organize a process of program planning in anticipation of future needs.

The Director of Economic and Community Development is responsible for the direct supervision of Building Inspection, Engineering, Planning, Community Affairs, Economic Development, Recreation, and the Library. The City has received many awards from various professional associations, municipal services and organizations for innovative approaches to service delivery and quality improvements. The Director will also work to create and fulfill the city's Master Plan.

The Director of Financial Services oversees Accounting/Risk Management, City Assessor's Office, City Treasurer's Office, Information Technology, and Purchasing. The Director compiles and reviews the city's three-year annual budget including the assurance of quality, accuracy, timeliness, completeness, and compliance with local, state and national standards. The Director continually monitors financial condition and performance measurements throughout the fiscal year. This includes quarterly reporting, cash flow analysis, forecasting, rate studies, financial/demographic trend reviews and budget amendments if necessary.

Department Overview

Human Resources Department

Jeanette Menig

Human Resources Director

248.680.7287

MenigJE@troymi.gov

Mission Statement

It is the mission of the Human Resources Department to develop, implement and maintain programs and processes that add value to the City of Troy and to our workplace, leading to improved employee welfare, empowerment, growth and retention, thereby solidifying the City of Troy's position as an employer of choice.

Service Statement

The Human Resources Department provides support services and consultation in the areas of recruitment, salary administration, employee and labor relations. We also administer employee benefits, workers compensation, and unemployment compensation. We lead employee safety/training, education/development and wellness initiatives. We work to ensure compliance to state and federal laws, maintain personnel records and other labor relations issues.

NEXT Roles

Accounting Assistant

The City of Troy is seeking an individual to join the NEXT Professional Development Program to support multiple financial and organizational functions of the Accounting Department. The Accountant will work closely with other members of the team to accomplish group objectives and increase efficiency in an enthusiastic manner.

Responsibilities: (Not All-Inclusive)

- Participate in a functional rotation of the Accounting Department; A/R, A/P, and payroll in order to provide backup as needed.
- Create master documentation for accounting processes.
- Assist with annual financial audit, grant and budgeting processes.
- Assist during implementation phase of new system processes, i.e. payroll or A/P process.
- Provide support for Accounting Manager on special projects as required.
- Prepare accounts payable and accounts receivable data.
- Reconciliation and tracking of general ledger accounts.
- Create and maintain electronic file systems.
- Generate month-end financial reports.

Requirements:

- Applicant must either be pursuing or possess a degree in Accounting, Business, or Finance or have relative entry-level work experience and skills that qualifies.
- Strong technical and organizational skills.
- Excellent written and verbal communication skills.
- A high level of integrity, accuracy, dependability, enthusiasm, and confidentiality.
- Proficient in Microsoft Office applications (Excel and Word)
- As a condition of employment, the successful candidate must pass a background check and pre-employment physical, including drug screen.

Community Affairs Assistant

The City of Troy is seeking a Community Affairs Assistant to support the Community Affairs Director in many events that are going on internally and externally around the city.

Responsibilities: (Not All-Inclusive)

- Research, write, and edit press releases and other written materials.
- Design and produce newsletters, pamphlets and informational publications.
- Compile monthly event lists of all city events/programs/classes to be used in new resident packets and to advertise and promote programs/events.
- Assist with writing proclamations and congratulatory letters for Mayor and City Council.
- Advertise using social media marketing and websites.
- Organize the arrangements for special events coordinated by the Community Affairs Department (seeking sponsors, promoting event, working the event, etc).
- Assist Community Affairs Director with the Community Development Block Grant Program.
- Performs clerical and administrative duties related to the Community Affairs Department and answers phones and responds to inquiries from the public.

Requirements:

- Applicant must either be pursuing or possess a degree in Business, Marketing and Communications, Political Science, Public Relations or any qualifying field or have relative entry-level work experience and skills.
- Strong technical and organizational skills
- Excellent written and verbal communication skills.
- A high level of integrity, accuracy, dependability, enthusiasm, and confidentiality. As a condition of employment, the successful candidate must pass a background check and pre-employment physical, including drug screen.

Management Assistant

The City of Troy is seeking an individual to join the NEXT Professional Development Program to support the City Manager's Office. The Management Assistant will work with the professional leadership in the administration and execution of policies and objectives formulated by City Council. The work performed by the Management Intern will be highly visible and have a direct impact on the organization. This department works to develop and recommend alternative solutions to community problems, plan and develop new programs to meet future needs of the city, prepare the annual budget, and foster community pride in city government through excellent customer service.

Responsibilities: (Not All-Inclusive)

- Work in a public service rotation role to experience the multiple functions of the City Manager's Office.
- Handle exposure to a wide range of departments and responsibilities.
- Attend a variety of city meetings with an expectation to join committees and assume assignments within the team.
- Research and analysis work in support of the City Manager's Office.
- Find support for personal projects or ambitions that will help improve the City of Troy.
- Assist the Office Coordinator by performing general office administration tasks.

Requirements:

- Applicant must either be pursuing or possess a degree in Public Administration, Public Policy, Social Sciences, or any qualifying field or have relative entry-level work experience and skills.
- Enthusiasm to learn and ask questions while still working independently.
- Capacity to take detailed notes and restate vital timelines and information.
- Ability to meet and deal tactfully with the general public, elected officials, vendors, employees and residents.
- As a condition of employment, the successful candidate must pass a background check and pre-employment physical, including drug screen.

Human Resources Assistant

The assistant will work under supervision of the Human Resources Director and Human Resources Staff to support all aspects of personnel management, recruitment and labor relations.

Responsibilities: (Not All-Inclusive)

- Face-to-face customer service
- Answer phone calls and direct to appropriate parties.
- Conduct research, compile data and prepare reports.
- Update reports, memos, letters and other documents.
- File and retrieve documents, records, reports and personnel information.
- Review applications to identify qualified candidates.
- Assist in creating, and implementing special projects for employees.
- Create roster list of applicants and qualifications.
- Participate in interviews of highly qualified candidates.
- Grade and score examinations (including written, interviews and performance test).
- Assist with performance appraisal processes (record, tack, and report).
- Assist in maintaining Human Resources Information Systems.
- Perform general administrative duties.

Desirable Knowledge, Skills, and Abilities:

- Knowledge of concepts and practices of personnel management.
- Communicate clearly and concisely, both verbally and in writing.
- Team player, collaborate with employees and management.
- Exercise good judgment when applying and interpreting policies and procedures.
- Strong attention to detail and excellent organization skills.
- Possess a professional attitude and willingness to learn.
- Strong computer skills including proficiency in Microsoft Office (Word, Excel, PowerPoint and Outlook).

Required Training and Experiences:

- A qualified candidate will be pursuing a degree in Human Resources Management/Development, Labor Relations, Industrial/Organizational Psychology or a closely related field or have relative entry-level work experience and skills.
- As a condition of employment, the successful candidate must pass a background check and pre-employment physical, including drug screen.

Public Library Adult Information Assistant

The Troy Public Library is committed to providing an enriching and professional environment and is seeking a student who is currently enrolled in a Library Science Master's Degree program at an accredited college or university for a paid, part-time internship (\$12/hour). This position will allow the student to gain practical library knowledge and skills, while working alongside professional librarians and staff.

Responsibilities: (Not All-Inclusive)

- Provide reference service/bibliographic instruction to patrons of all ages.
- Complete projects in areas relevant to his or her interests.
- Possibilities ranging from collection management and resource development to technology instruction and programming.

Desirable Knowledge, Skills, and Abilities:

- Interest in information technology, with intermediate to advanced computer knowledge.
- Excellent communication and interpersonal skills.
- Ability to work successfully with patrons of all ages.
- Strong commitment to customer service.
- Attention to detail.
- Enthusiastic about public service
- Working knowledge of popular computer programs, databases and websites.

Requirements:

- Bachelor's Degree.
- Completion of at least 12 credit hours in an accredited Library Science Master's program.
- Applicants must submit proof of educational attainment (current college transcripts) at time of application.
- As a condition of employment, the successful candidate must pass a background check and pre-employment physical, including drug screen.
- This position has a term length of up to 2 years, working 20 hours per week (including some evening and weekend hours).

CITY of TROY

TECHNOLOGY STRATEGIES ECONOMIC RESOURCES SAFEBUILT GOVERN DIRECTOR ELECTED BUILDING PURCHASING RECREATION TREASURER CAMPUS RESIDENTS

CLERK MANAGER DPW FIRE TOGETHER DUPLICATING INFORMATION CENTER AFFAIRS REPORT STAFF VISION MAP NATURE SOCIAL CIVIC ASSESSOR HUMAN ENGINEER COURT

POLICE MEMBER COUNCIL DEPARTMENT ATTORNEY SERVICE OFFICIALS PLANNING MAYOR MUNICIPAL DEVELOPMENT FINANCIAL LOCAL PARKS TEAM CITY

Elected Officials and Senior Staff

City Council

- Mayor* Dane M. Slater
- Mayor Pro Tem* Dave Henderson
- Council Member* Jim Campbell
- Council Member* Wade Fleming
- Council Member* Ellen Hodorek
- Council Member* Ed Pennington
- Council Member* Doug Tietz

City Council

- City Manager* Brian M. Kischnick
- Director of Economic and Community Development* Mark F. Miller
- Director of Financial Services* Thomas E. Darling, CPA

Executive Staff

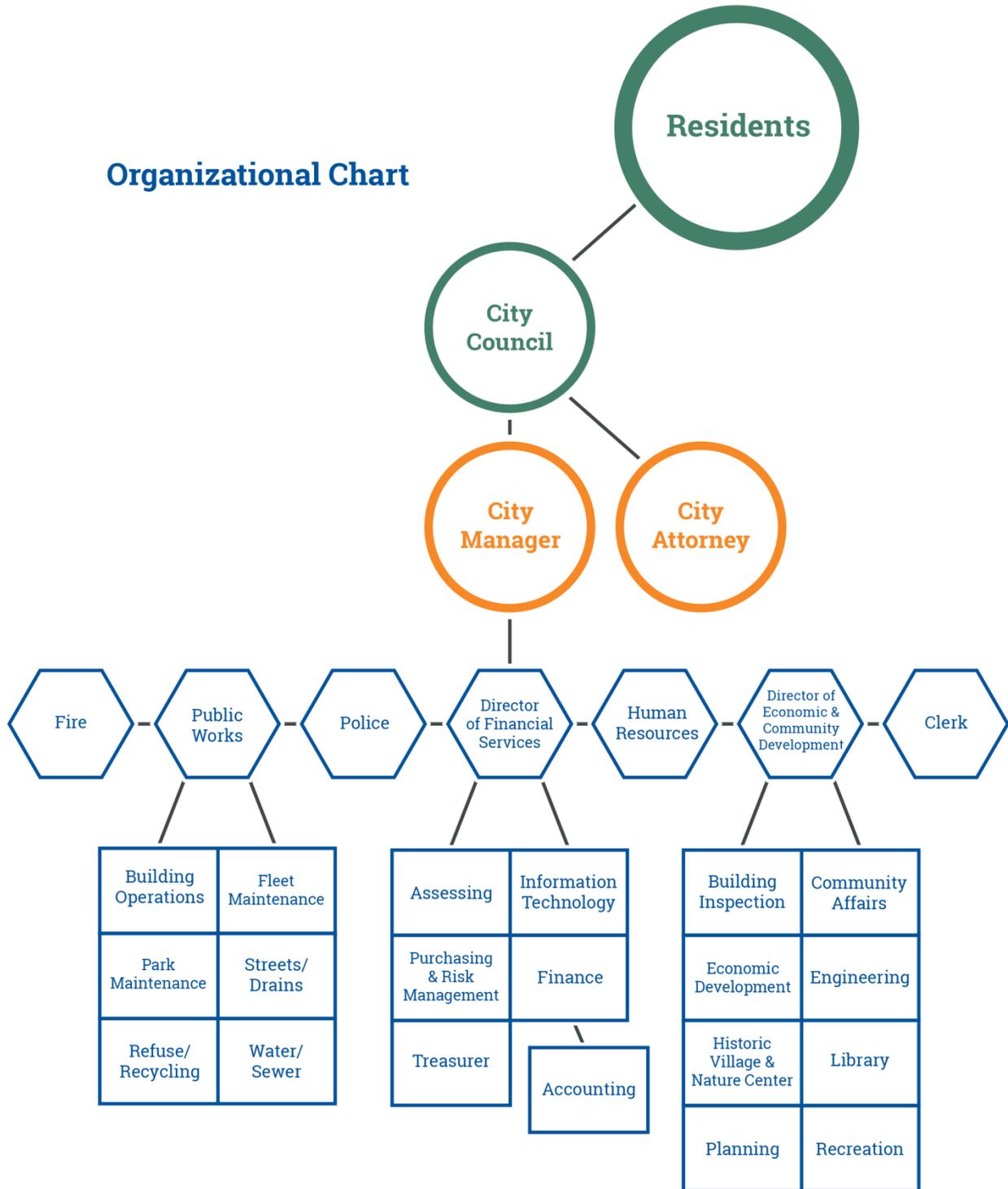
<i>City Manager</i>	Brian M. Kischnick
<i>City Attorney</i>	Lori Grigg Bluhm
<i>Director of Economic and Community Development</i>	Mark F. Miller
<i>Director of Financial Services</i>	Thomas Darling, CPA
<i>City Assessor</i>	Leger (Nino) Licari
<i>City Clerk</i>	Aileen Bittner
<i>City Engineer</i>	Steven J. Vandette
<i>City Treasurer</i>	Sandra Kasperek
<i>City Accounting</i>	Lisa Burnham
<i>Community Affairs Director</i>	Cindy Stewart
<i>Director of Building Operations</i>	Steve Pallotta
<i>Fire Chief</i>	William Nelson
<i>Human Resources Director</i>	Jeanette Menig
<i>Information Technology Director</i>	Gert Paraskevin
<i>Recreation Director</i>	Elaine Bo
<i>Planning Director</i>	Brent Savidant
<i>Police Chief</i>	Gary G. Mayer
<i>Public Works Director</i>	Timothy Richnak
<i>Purchasing Director</i>	MaryBeth Murz

City Seal

The figure represented on the official seal of the City of Troy is that of Athena, mythological Greek goddess of wisdom. Athena was known as the dispenser of prudent restraint and practical insight, maintainer of law. Her association with civilization and society rather than wilderness and nature earned her reverence as the protectress of Greek cities. Athena's ethical standards and precepts remain worthy today, making her an appropriate symbol for the modern City of Troy and a model for all who live, work, or play here.



Organizational Chart



2014/2015

TOP 11 STRATEGIES

Vision | To honor the past, build a strong, vibrant future and be an attractive place to live, work, and grow a business.

'Why' | We believe a strong community embraces diversity, promotes innovation, and encourages collaboration. We strive to lead by example within the region. We do this because we want everyone to choose Troy as their community for life. We believe in doing government the best.

1

Improve road/infrastructure conditions, including County roads

Maintain a branding and marketing plan to effectively communicate

2

3

Build and maintain strong, productive service levels

Maintain strong Public Safety service

4

5

Increase outreach to residents, businesses, and neighboring communities

Facilitate redevelopment of underutilized office and industrial sites

6

7

Advance technology to gain efficiencies

Update and identify funding for the Pathways and Trails Plan

8

9

Implement a way-finding strategy for City resources

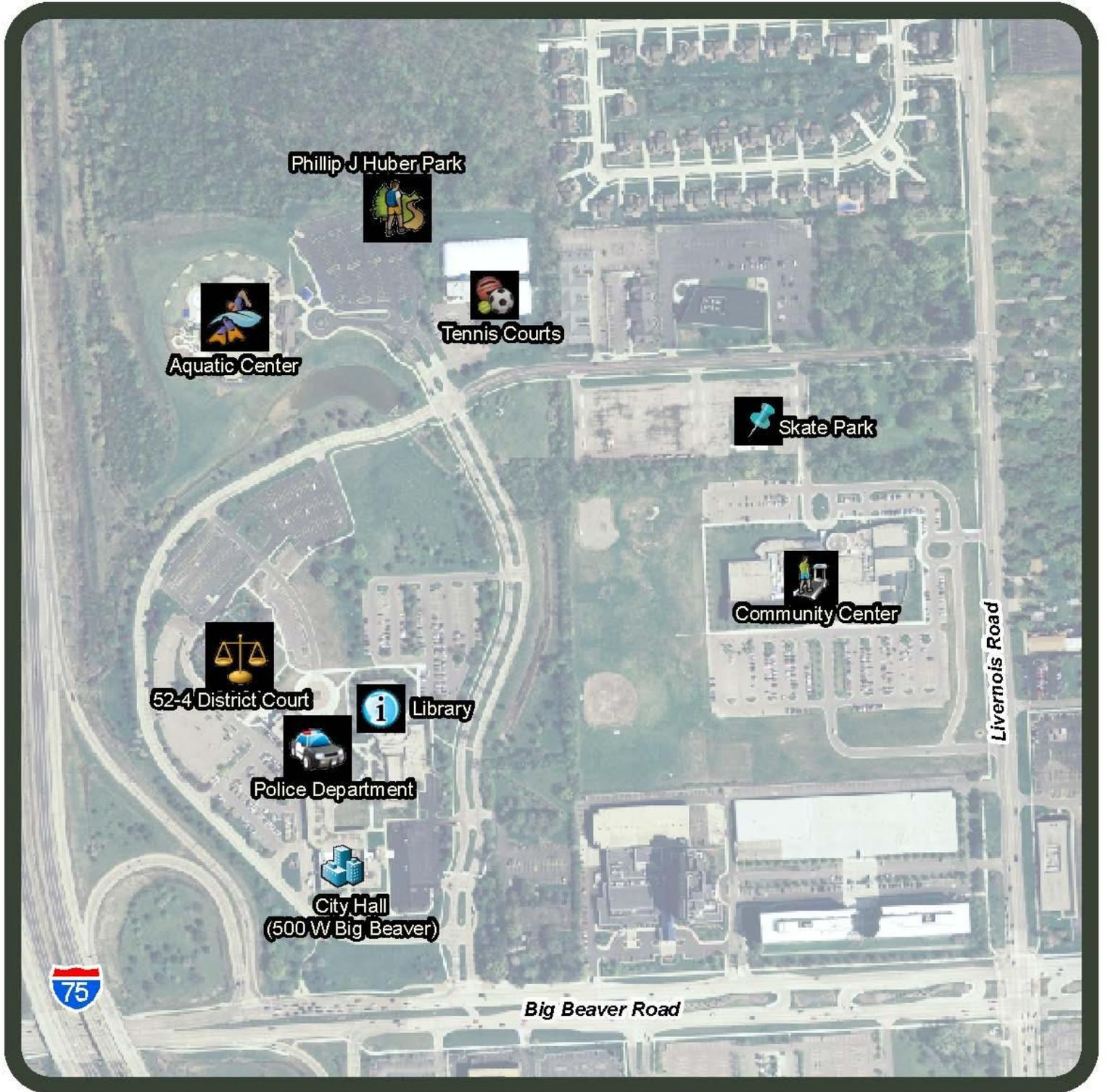
Enhance gateways and entrance to create a sense of place

10

11

Embrace the Transit Center

Civic Campus Map



ETHNIC MIDDLE DINING HOMES LIFE ISSUES OAKLAND SCHOOLS BUSINESS AAA CULTURAL CORRIDOR FAMILY SHOPPING HAWKS RESTAURANTS MICHIGAN DIVERSE ALLEY COMMUNITY UPCOMING COLTS HIGH PROFILE SOUTHEAST ELEMENTARY SOMERSET EVENTS TECHNOLOGY POPULATION AFFAIRS RETAIL AUTOMATION



Community Profile

Troy is a place where families and businesses thrive. A community recognized for its excellent quality of life, this "safest city in Michigan" has an A+ rated school system, unsurpassed city services, and one of the lowest tax rates in Oakland County. We are home to over 82,000 residents making Troy the 13th largest city in Michigan with a total property value that is third highest in the state. Troy is also the second most ethnically diverse city in Michigan.

Troy is home to 6,000 flourishing businesses that employ 125,000 people, including some of the most advanced technology companies in the world. Its strategic location also puts residents and visitors within easy reach of a wide variety of recreational and cultural opportunities. Troy has a total area of 34.3 square miles, with over 1,000 acres of park land, two golf courses, nature center, historic village, and a variety of lakes and streams.



Troy's unique location in the heart of Oakland County, only 20 minutes from Detroit, is within easy access to I-75, I-696 and M-59. The city offers residents and businesses a tremendous competitive advantage, including attractive neighborhoods, excellent schools, prime shopping and employment opportunities.

Home to seven million square feet of retail space, 21 million square feet of office and engineering space and 16 million square feet of manufacturing space, Troy's business environment is progressive and diverse with a mix of major corporations and small local businesses. Located in the heart of Automation Alley, Southeast Michigan's world-renowned technology cluster, Troy is at the center of global automotive and manufacturing technology and a major contributor to Michigan's ranking as one of the largest high-tech workforce employers in the country.



People come from miles around to take advantage of our premier shopping and dining. Somerset Collection, located in the heart of the city, is an upscale mall with over 180 stores, boutiques and restaurants. The travel magazine, Fodor's, describes Somerset as "one of the top shopping malls in the United States".

Transit Center

In 2000, the City of Troy acquired a 2.4 acre parcel of land under a consent judgment with Grand Sakwa with the condition that it be funded for a transit center within 10 years. The parent parcel was developed as a mixed use project, with large retail stores and an attached condominium community at Maple and Coolidge. Without funding of the transit center the property would revert back to Grand Sakwa.

The Cities of Troy and Birmingham worked jointly to develop a Transit Facility. The Troy Transit Facility will serve the region by strengthening the existing transit options in the area through a centralized facility that will allow users to access intercity rail service, regional bus routes and other modes such as air and taxi services. This facility is included as a hub in the Detroit Regional Mass Transit plan (DRMT) and will serve as a catalyst for coordinated regional and mass transit in Southeastern Michigan.

But in 2007, Michigan was facing financial difficulties. Troy asked Grand Sakwa for a five and a half year extension to continue developing the project but this plan was rejected. The city continued to work towards completion of the project but in 2010 Grand Sakwa filed a motion in Oakland County Circuit Court. They asked the Court to quitclaim the property back to Grand Sakwa, arguing that Troy did not have the funding for the project. The city secured an \$8.4 million federal grant, but the developer says the money was not acquired before the deadline, meaning the land reverted back to Grand Sakwa. In the lawsuit, the city offered to pay Grand Sakwa \$550,000 for the 2.7-acre site. That amount comes from a 2010 appraisal of the land that was completed before the transit center was built.

Ultimately, the Circuit Court dismissed Sakwa Grand's motion, finding that the consent judgment was unambiguous, the project was funded, and Sakwa Grand's argument lacked merit. Grand Sakwa appealed. The Appellate Court ruled that because Troy had not been given the federal grant in time, it was not properly funded. The Appellate Court dismissed the Circuit Court's findings and gave the property back to Grand Sakwa.

The center, which was completed last fall, remains closed to commuters because according to a judge's ruling, the city does not own the land upon which it was built. The next step for Troy will be to conduct a new appraisal of the land. The city voted in November to set aside \$1.8 million toward purchasing the land if necessary.

Troy Roads Rock

The City of Troy, in cooperation with the Road Commission for Oakland County (RCOC), is embarking on a \$10.5 million road repair plan for 2014. The damage done to roads across Michigan this past winter is unprecedented. Severe pothole deterioration and the general poor conditions of roads left many streets nearly impassable.

TroyRoadsRock.com is the epicenter for all construction and road repair information in the City of Troy. Information is also available on the City of Troy's Facebook and Twitter (#TroyRoadsRock) pages, inside *Troy Today*, and from local media outlets. It is our hope that by keeping residents up to date with expected changes in driving conditions, the pressure and headaches often associated with road construction will be alleviated.

Key funding components for the plan come from \$5 million of the city's General Fund Balance, approximately \$2.3 million from the RCOC, \$1.9 million in federal transportation funds and \$1.0 million in state road funds secured by Senator John Pappageorge and Representative Martin Howrylak. This massive undertaking began the week of April 21, 2014 on Long Lake.

The program includes comprehensive concrete pavement replacement and resurfacing work on the following roads (in no particular order):

- John R | Long Lake to Maple Road;
- Long Lake | I-75 to Northfield Parkway;
- Big Beaver | Adams to Civic Center;
- Big Beaver | Rochester to Dequindre;
- Crooks | Wattles to Square Lake;
- Dequindre | Big Beaver to 14 Mile Road.

Construction schedules will be announced as work progresses at TroyRoadsRock.com.

Troy Roads Rock is an investment in Troy's future. We are pursuing long-term upgrades to our roads, not just band-aid solutions in filling potholes. A safe and efficient infrastructure network provides benefits for residents, businesses, and communities. From reduced vehicle maintenance costs to increased economic development and job creation, the value of our roadways can be counted in many ways.

Well maintained roads allow convenient and safe access to all the City of Troy has to offer whether you're headed to work, buying or selling goods, dropping in at the Library or Community Center, or simply visiting friends and family. Troy Roads Rock is just another example of how we're giving people a reason to choose Troy as their community for life.

Upcoming Events

June 2014

June 1 - September 9: College Student Summer Fitness Pass. If you are home from college for the summer, take advantage of a special pass. Call 248.524.3484 for rates.

June 1: Boys & Girls Club Troy Community Garage Sale, 3670 John R (between Big Beaver & Wattles),

9:30am-2:30pm. Booth space available, \$20, proceeds benefit the Boys & Girls Club of Troy.

June 3: Spring Bird Walk, Troy Nature Center, 8-11am. Enjoy a stroll on the trails while looking for birds. All ages and experience welcome. Bring binoculars or borrow ours. We will have a spotting scope for young birders.

Fee: \$6 TNS Member Fee: \$3

June 3: Medicare Made Clear, Library, 6:30pm. Led by John Ranalli of Pinnacle Insurance Advisors, this session will discuss Medicare cost; eligibility and enrollment; and where to find important information. FREE.

June 3, 10, 17, 24: Grandparent's Day – Every Tuesday, Troy Family Aquatics Center, 11 am-7:30 pm. For each paid daily child admission, one grandparent will be admitted free. Regular fees apply for children.

June 4: Cheddar's Preschool Story Time, Historic Village, 10:30-11:15am. Join Cheddar the Village Mouse in listening to a classic tale in our monthly program for little historians with a simple craft and yummy treat. Ages 2-5. Register. \$3/child; \$5/adult. Special Summer Family Rate" of \$11 for 1 Adult + 3-5 Kids.

June 4: Booked For Lunch, Adult Book Discussion Group, Troy Public Library, 12:15pm. The Aviators Wife. (Meets the first Wednesday of every month at 12:15pm). FREE

June 4: TPL introduces: Books and Brews, Granite City Brewery, 6-8pm. This is a book club that is designed for adults. This month's book is "Fight Club" by *Chuck Palahniuk*. Discuss your thoughts on the book over a meal and a brew at Granite City.

June 4: Life Readers, Adult Program, Troy Public Library, 7pm.

June 4, 18: Spice of Life, Adult Program, Troy Public Library, 10:15am. Participants have a fun time discussing topics, ideas, films, etc. that are of interest to the group

June 6: Nature Night, Troy Nature Center, 7-9 pm. What fun-exploring the SNC in the evening hours! There will be many activities including a hike, crafts and games designed to increase your child's enjoyment of the outdoors. Dress for the weather; a snack is included. Fee \$13 TNS member Fee \$10

June 7: Photo Walks, Troy Nature Center, 8-10am. TNS Photo Club volunteers will lead guided tours through the SNC. Meet at the front door of the SNC building by 8 am and bring your camera. All ages are invited. Dress for the weather. Fee \$2 suggested Donation

June 7: Invasive Plant Removal & Spring Clean Up, Troy Nature Center, 9am- 1 pm. We are seeking volunteers to help us preserve our native flora by eradicating invasive non-native plants. Bring a kneeling pad, if desired. Call 248.688.9703 with questions and to register.

June 7: Talk Time- English as a Second Language Conversational Group, Troy Public Library, 10:15am. Talk time is not a class. Talk Time is held in a relaxed group atmosphere, whereby volunteer facilitators encourage English conversation among the participants by discussing different subjects dealing with American culture, traditions. These conversations enhance their English speaking and listening skills.

June 7, 14, 21 & 28: Log Cabin Cooking, Historic Village, 10am - 1pm. Learn the basics of fireside and cast iron cooking in our 1800s log cabin. Create and taste delicious desserts and one-pot meals. \$100/student (ages 14 and up); includes supplies and 12 hours of instruction. Register by May 30.

June 7 & 8: Hike for Health Sponsored by: REI of Troy. Walk, run, bike or hike anytime on Saturday, Sunday or both days and send us an email with your name and distance (maximum of two entries per family). All entries over one mile will be entered into the drawing to receive one of many prizes.

June 7, 14: Family Nights, Troy Family Aquatic Center, 5-7:30 pm. An inexpensive, fun night out for the family to enjoy quality time together while playing by the pool. Register. **Fee: \$10/Resident family; \$14 per NR family.**

June 7, 14, 21 and 28: Artisan Arts: Log Cabin Cooking, Troy Historic Village, 10am- 1 pm. Cooking and baking, pioneer-style. Learn the basics of fireside and cast iron cooking in our 1800s log cabin. Create and taste delicious desserts and one-pot meals. Though recipes will be kept traditional, tips and techniques will be useful in the modern day kitchen. \$100/student

June 10: Owl Prowl, Troy Nature Center, 7:30-9 pm. We'll use owl mounts and learn about the owls of Michigan. As dusk arrives, we'll head outside to look and listen for nocturnal creatures, including the screech and great horned owl. Please dress for the weather. Fee: \$7 TNS Member Fee: \$5

June 11, 25: Teen Writers Group, Troy Public Library, 6pm. If you're interested in writing, this is the club for you. Participate in fun writing activities, share your work, and talk about writing with other teens. Snacks are provided, and all teens ages 13-18 are welcome to attend.

June 11: Behind the Scenes Tour & Social, Historic Village, 7pm or 7:45pm tours. What's in there, anyway? Find out when you join us for a behind-the-scenes tour and go inside rooms that are normally off-limits to the public! Check out our archives, jail cell and other collections storage

areas. Stay for a sweet social after your tour. Price: \$3/THS members, \$5/non-members. Sign up for the 7pm or 7:45pm tour. Must register in advance; space is limited.

June 12: Troy Family Aquatic Center opens for regular hours.

June 12: Drop-In Ballroom Dance, Community Center Room 304/305, 7-9:30pm. This event brought to you by the efforts of James Savage, the Friends of Troy Seniors, American House Troy and the Troy Recreation Department. Light refreshments, coffee and soft drinks served. Basic dance step lessons will be provided. Music provided by Jim Laurie. All ages invited, Fee: \$6/Res \$7/NR, Pay at the door.

June 12: Using Natural Light and Composition in Nature Photography, Presented by Dale Vronch & the TNS Photo Club, Troy Nature Center, 6-8 pm. Discussion will center on the five types of natural light which when used in conjunction with composition techniques can enhance the subject in your image. To join the photo club, contact the nature center or talk with club members. Limit: 50 people. Fee: \$5 suggested donation TNS Member Fee: Free

June 13: Knee-high Naturalists, Troy Nature Center, 10-11:30 am. Children, ages 2-4 with an adult partner, can attend one or more of the following programs. Each session includes a nature story, hike, activities, craft and a snack. We will hike along the Nature Center Trails, stopping to explore along the way. Fee: \$11 TNS Member Fee: \$8 (For each section – adult is free)

June 13: Peek at the Pond, Troy Nature Center, 7-8pm. Use one of our nets to catch and observe animals living in the pond. Children must be accompanied by an adult. Fee: \$7 TNS Member Fee: \$5

June 13: Harvey Hunt, Troy Aquatic Center, 1 pm. Come celebrate the end of school with us! Get in with twilight prices from 1-3 pm on Friday, June 13. Get to know Harvey, our park mascot, through a park scavenger hunt. Prizes, games, raffle, and a moon bounce! Field Day fun games for kids of all ages. Scavenger hunt for kids ages 4-8.

June 14: Flag Day—Star Spangled Story, Historic Village, 10am-1pm. Find out why 1777 and 1814 are important years for our nation's flag. Learn why a flag of 26 stars is important to Michigan. All ages. Free with admission.

June 14: Cash Carnival, Troy Public Library, 10am.

June 14: Artisan Arts: Blacksmithing Sampler, Troy Historic Village, 1-2:30 pm. Get in front and up close as you step inside the Wagon Shop and experience the forge as a blacksmith. Know what it's like to 'make the anvil ring' as you make your own nail. Ages 8 and up; Children under 11 must be accompanied by an adult. \$35/student.

June 14 - August 9: Summer Library Program, Troy Library. Earn points. Win prizes. Arise victorious. This year's library program is going to be epic. To participate: Sign up for summer reading account, earn points for reading, writing and attending library programs. Participants will be entered into special drawings in June so start logging points!

June 14: Dads are Awesome!, Troy Aquatic Center. Dads and Grandpas who visit us on June 14 are free for the day with one paying child (regular rates apply)

June 15: Father's Day, Troy Family Aquatic Center, 11 am-7:30 pm. Fathers accompanied by children over the age of 3 will be admitted free. Regular fees apply for children.

June 16: Bubbleman Ron Loyd, Troy Library, 11am & 1 pm. Watch as 'bubbleologist' Ron Loyd performs interactive and educational show that will entertain children of all ages.

June 16-19: Safety Town I, Troy Community Center, 9am-2pm. Road rules, fire, electrical, playground, prescription drugs, household and stranger safety are covered. A fast-paced class that will make a difference in the safety of your child. Bring bicycle helmet, snack, water bottle & sack lunch daily. Ages: Entering kindergarten. **Fee: \$92/Resident, \$102/NR.** (Additional sessions available July & August).

June 16-19: Preschool Summer Camps- Bug Bonanza, Community Center, 9:30-11:30am: Explore and discover the world of creepy, crawly, wiggly, and slimy critters. Learn about the world of insects through crafts, music and stories. Price: Res/\$74 Non-Res/\$84

June 16-20: Jr. Sportsters Camp, Troy Community Center, 9am-4pm. Created for the sports-minded youngsters ages 5-8. Campers will be introduced to sports such as soccer, basketball, kickball and more. Emphasis is on the development of teamwork and sportsmanship. **5-day camp - \$165/Resident; \$175/NR.**

June 16-20: Sportsters Camp, Troy Community Center, 9am-4pm. All Sports-All Fun! Created for the sports-minded campers ages 7-12. Soccer, kickball and basketball are just a few of the sports that will be played. **5-day camp - \$165/Resident; \$175/NR.**

June 16-21: Brooksie Way, "Games on the Green" Days, Historic Village. Thanks to a grant from the Brooksie Way Foundation, a wide selection of old time games and toys are available for visitors to use outside on the Village Green this summer! Get active with jump ropes, badminton, super hoops, cornhole, and whirly tops. All ages welcome to play. Bring your lunch and picnic on the Green. No advance registration required. Free with admission.

June 16, 23, 30: Preschool Storytime, Troy Public Library, 7 pm. Ages 3 -5 years. Once per month, we hold Storytime Plus, which incorporates flannelboards, songs, and rhymes, with digital elements to enhance the fun!

June 17-20: Four-Day Nature Adventure Camp, Nature Center, 9:30-11:30 am. Explore animals, pond life. insects, wildflowers and other wonders of nature. Catching and observing insects, hiking the trails, watching birds and other animals, playing nature games and making crafts are some of the activities that will take place. Everyone will receive a "bug hotel" and an insect net. Ages 4-5 years, Fee: \$85; TNS Member fee: \$75

June 17, 24: Pajama Family Storytime, Troy Public Library, 7pm. Ages 3+ years and their parents and/or caregivers

June 17, 24: Lapsit Storytime, Troy Public Library 10:15 am & 11:15am. Ages 12 - 23 months and their parents and/or caregivers

June 17, 24 & July 1, 8, Lapeer Studio, July 15 Stage Nature Center: Getting To Know the Digital Camera, 9am. Join Dale Vronch, at his studio in Lapeer, for an in-depth tutorial on using your digital camera. The last session will be held at the SNC. The class will meet five times, for a total of 12 hours. To register, please contact the nature center. For program information, call Dale Vronch at 810.664.0079. Sessions start at 9 am and run approx. 2-3 hours. Limit: 10 adults. Fee: \$125 TNS Member Fee: \$120

June 17 – Sept. 10: Travel through Troy this summer on a community scavenger hunt, sponsored by the Troy Historical Society and the Troy Nature Society. Explore your community with a city-wide scavenger hunt, brought to you by the Troy Historical Society and Troy Nature Society! If you participated last year, don't worry – booklets feature all new clues, destinations and tasks for 2014! Stop by the Village or Nature Center to pick up your discovery booklet. Bring your completed booklet back by September 10 for a special prize! Sponsored by Kiwanis of Troy.

June 18: Kids and Cameras Summer is a great time to get outside and take some pictures! Join us and learn how to take fabulous photos. Bring a digital camera from home or use ours. We'll print the pictures here. Fee: \$15 TNS Member Fee: \$12

June 18: As a Matter of Fact, Non-Fiction Book Group, Troy Public Library, 7pm. Join our non-fiction book group as we seek to establish communities of conversation surrounding our book selections. We wish to explore works that explain our culture; that illuminate, inspire, provoke, and entertain.

June 18, 25 Toddler Storytime, Troy Public Library, 10:15 & 11:15am. Ages 24 - 39 months and their parents and/or caregivers

June 19: Activity Days: Gardening, Troy Historic Village, 11am- 2 pm. Try your hand at this activity when visiting the Troy Historic Village. No registration is required and free with village admission. Call 248.524.3598 for more information.

June 19, 26 Bouncing Babies Storytime, Troy Public Library, 7pm. Ages 0 - 12 months and their parents and/or caregivers

June 19, 26: Preschool Storytime, Troy Public Library, 10:30 am. Ages 3 -5 years. Once per month, we hold Storytime Plus, which incorporates flannelboards, songs, and rhymes, with digital elements to enhance the fun!

June 21: Troy Family Aquatic Center Zumba Pool Party 8-10 PM. Ditch the workout and join the party. Try two options of the workout sensations Zumba and Aqua Zumba; two 45 minute classes for ages 16 and up.

June 21: Teen Summer Kickoff Party, Troy Library, 6-8pm. First you'll be sorted into your Summer Reading Team. Then, we'll be celebrating the start of summer with games, trivia, and most importantly pizza! Make sure you attend this awesome party. *Registration is required*

June 21: Steampunk Trinket Necklace Workshop, Troy Library, 2- 3:30 pm. Learn the fundamentals of jewelry construction and leave with a one of a kind wearable necklace! Local artist Rena Hopkins will lead this jewelry making workshop for beginners and advanced crafters alike. *Registration is required*

June 22: Mother's Day, Troy Family Aquatics Center, 11 am-7:30 pm. Mothers accompanied by children over the age of 3 will be admitted free. Regular fees apply for children.

June 23: Magical, Mythical Beast, Troy Library, 1-3pm. Make your own "creature catcher", go on a creature hunt, and don't forget to come dressed as your favorite creature for the costume parade! Also, bring in a fairy house or gnome home that you make at home to compete in a miniature Creature Home Contest.

June 23 & 24: Activity Days: Cornhusk Dolls, Troy Historic Village, 11am- 2 pm. Try your hand at this activity when visiting the Troy Historic Village. No registration is required and free with village admission. Call 248.524.3598 for more information.

June 23-26: Preschool Summer Camps- Alphabet Express, Community Center, 9:30-11:30am. Different letters of the alphabet will be highlighted this week through finger plays, art projects, songs and books. Come join the fun as we learn while we play! Res: \$74 Non-Res: \$84

June 23-26: Safety Town II, Troy Community Center, 9 am-2 pm. Reinforces safety habits learned in Safety Town I along with new topics about water and gun safety, who to allow in your safe circle. Bring bicycle helmet, snack, water bottle & sack lunch daily. Ages: Entering 1st grade. Fee: \$92/Resident, \$102/NR. (Additional sessions available July & August).

June 23-27: The Amazing Race Camp, Troy Community Center, 9am-4pm. Your young camper (ages 7-12) will have the chance to "race around Troy" and each day will be a new destination with an exciting adventure waiting for them. Campers will work together to solve challenges at each destination. **5 day camp - \$185/Resident; \$195/NR.** (Additional dates in July and August)

June 23-27: Survivor Summer Camp, Troy Community Center, 9 am-4 pm. This very popular camp is modeled after the popular television reality show- with one missing element, no one gets voted off! In an action packed week, tribes will be challenged in sports, group and individual

contests, arts and crafts, mind games and more. (Ages: 7-9 and 10-12). **Fee: 5 day camp - \$185/Resident; \$195/NR.** (Additional dates in July and August)

June 24: Marshmallow Wars, Troy Library, 1-3pm. Take part in the 1st Annual Marshmallow Games!

June 24-27: Four-Day Nature Camp, Nature Center, 9 am-4 pm. Every adventure filled day will include fun interactive games, activities and crafts. Children will use pond nets to catch aquatic animals, sweep for insects; explore life on a log using bug boxes and magnifiers, look for signs of wildlife along the trail and much more! Ages 6-10; Fee: \$160; TNS Member fee: \$145.

June 25: Cheddar's Preschool Story Time, Historic Village, 10:30-11:15 am. Join Cheddar the Village Mouse in listening to a classic tale in our monthly program for little historians with a simple craft and yummy treat. Ages 2-5. Register. \$3/child; \$5/adult. Special Summer Family Rate" of \$11 for 1 Adult + 3-5 Kids.

June 25: Elements of the Unexplained, Troy Library, 7- 8:30pm. UFOs, Bigfoot, and ghostly activity...what do they have in common? Is it possible these phenomena are related? The answers and the evidence supporting this is startling. Find out how the puzzle pieces fit together in this mysterious world. *Registration required*

June 25: Steampunk Trinket Workshop, Troy Library, 2pm. Learn the fundamentals of jewelry construction and leave with a one of a kind wearable necklace. Local artist Rena Hopkins will lead the jewelry making workshop for teens ages 13-18.

June 27: Season Pass Holder Day, Troy Aquatic Center. Season passholders can bring one guest for free!

June 28: Stuffed Animal Sleepover, Troy Library, 2:30-3:30pm. Come and enjoy story time and crafts with your stuffed animal friend. After saying good bye to your stuffed friend, leave them at the TPL for a sleepover. The next day, pick up your stuffed animal and get a photo of some of the fun your friend had while at the library.

June 28: Saturday Naturalists, Troy Nature Center, 9:30-11:30am. This program series is for adults and mature teens interested in learning more about the out-of-doors. In June, the naturalist will present a short slide show of her backpacking adventures and show you her favorite gear and places to go around Michigan. Learn how to use basic gear with hands-on training! This is a great learning experience. Fee: \$9 TNS Member Fee: \$7

June 30: Music with Ms. Carissa Get ready to rock with Ms. Carissa, Troy Public Library, 11am and 1pm. Her live music will get you on your feet and dancing. Designed for young children.



CITY COUNCIL REPORT

Date: May 15, 2014

To: Brian Kischnick, City Manager

From: Steve Vandette, City Engineer
Paul Evans, Zoning and Compliance Specialist
Milton Stansbury, Police Officer
Brenda Carter, Interim Assistant to the City Manager

Subject: TroyRoadsRock Presentation

Overview of TroyRoadsRock Construction Status and Outlook

Construction on our \$10.5 million road repair program started April 16th on Long Lake Road between Rochester and I-75. Sawcutting the pavement to facilitate removal took about 2 weeks. Traffic disruption was minimal as only one lane was closed for sawing and it was a moving lane closure. The first week of May, pavement removal started on westbound Long Lake at Rochester. The first concrete was poured on Thursday May 8th and the contractor continued pouring every day through that Saturday and every weekday since.

Portions of the Rochester/Long Lake intersection were poured first. This resulted in Rochester being down to one lane in each direction and there were significant backups on Rochester and Long Lake. We asked the RCOG to adjust the signal timing, which they did, and backups were reduced. From start to finish the intersection work took about a week and all lanes of Rochester were reopened to traffic.

The westbound right lane of Long Lake is projected to be poured out by May 17th. Pavement removal is in progress on the eastbound side; the pour crew will flip to eastbound and follow the removal crew back to Rochester Road.

The contractor has made excellent progress thus far, but wet weather has slowed production. We continue to be on track to finish Long Lake by the end of June, but there may be some gaps at driveways and intersections that may linger on into July.

As work is progressing on Long Lake, the contractor started sawing pavement two weeks ago on John R from Wattles to Maple. That work is nearing completion. No date has been set, but the contractor will soon move to John R to start removing pavement and pouring concrete. We anticipate that there will be some overlap, where both Long Lake and John R will be under construction at the same time. The schedule for John R and other roads in the TroyRoadsRock program will be announced as the work goes on through this summer and fall.

Overview of Affected Business Community

Staff identified that potentially 1000 businesses could be affected by road lane closures associated with the project. If a road lane adjacent to a business is closed due to construction, the Troy Sign Code allows each business one temporary road closure construction sign. The sign can be either a ground or wall sign, as large as 36 square feet in area, and 10 feet in height. The sign could be placed only on private property, not within the right of way. A Sign Permit is required, and the temporary sign would have to be removed when adjacent road lanes are reopened. Applicants apply and receive their Sign Permit via e-mail, and these Sign Permits are free.

As part of the TroyRoadsRock program, staff designed postcards and mailed one to each of the nearly 1000 businesses. The postcards explain the scope of the project, and inform business that they may have an additional temporary sign. Because, all business addresses may not be in our database, some businesses may not have been mailed a postcard. In order to assure as much business as possible are aware, staff will make door to door personal contact with businesses. Postcards have been mailed and door to door contact will start the week of May 12.

Overview of Weighmaster Actions

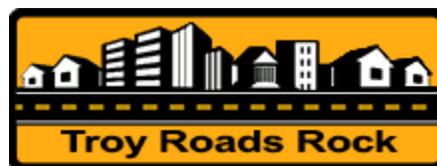
Several studies, including one done by the U.S. Government Accountability Office (GAO, CED-79-94A) have found that one of the major reasons urban roads are in such poor shape is due to the lack of commercial motor vehicle enforcement. In rural areas, commercial motor vehicle enforcement is a much higher priority and their roads are generally in better shape.

Statewide, commercial motor vehicle operators frequently ignore frost laws counting on the fact that they are rarely caught. In fact, the first two overweight violations issued in Troy during this detail were issued to operators who had been both warned the day before by our officers not to drive those vehicles on the roads. Both did and both were issued overweight citations. Many others operators cited during the detail admitted to intentionally ignoring weight restrictions.

Commercial motor vehicle enforcement is a time-consuming and complicated assignment, but our Motor Carrier Officers are very good at what they do. They have the training and the experience to complete this task. They can tell by looking at a truck if it is overweight or not. They are motivated and, when given the opportunity, can be counted on to take appropriate action.

There are many benefits to commercial motor vehicle enforcement. The list of benefits include; educating operators, removing unsafe vehicles and drivers from our roads, and improving public safety. Enforcement also helps establish Troy's reputation in the trucking industry as being protective of our roadways and our motoring population. This enforcement effort was effective in several ways and for several reasons. Troy's roads incurred less damage than they would have had we not enforced the frost laws, but most importantly, our roads are safer because we removed dangerous motor vehicles and drivers.

The reasons this detail was effective include having qualified and highly motivated officers, and giving them the time needed to perform this valuable function.





CITY COUNCIL AGENDA ITEM

Date: April 10, 2014

To: Brian Kischnick, City Manager

From: Mark Miller, Director of Economic and Community Development
 Gary Mayer, Chief of Police
 William Nelson, Chief of Fire
 Aileen Bittner, City Clerk
 Elaine Bo, Recreation Director
 Sehrish Salah-Ud-Din, Assistant to the City Manager
 Brenda Carter, Interim Assistant to the City Manager

Subject: Adoption of Film and Video Ordinance (Introduced by: Brenda Carter, Interim Assistant to the City Manager)

History

Enclosed please find a proposed Film and Video Ordinance. More and more producers are looking for locations to film outside of California. Michigan is becoming one of the states that many film companies are exploring. The State of Michigan still offers some incentives for filming in Michigan under the Michigan Film and Digital Media Assistance Program, MCL 125.2029(h). Many communities have adopted ordinances requiring film permits to protect the residents from consequences of filming such as traffic blockage, neighborhood disruptions, noise and potentially hazardous activities. Additionally, film permits put the city on notice of the possible need for police and fire personnel to monitor street activity and hazardous activities. Many times film makers ignore building fire code. For example, large generators and other equipment may be used which require inspections and approval by the Building Department prior to use. A permitting process allows a city to alert the Building Department to possible use of such equipment.

The City of Troy has welcomed film and video productions for several years now. Those productions required fire inspections, building code inspections, and police assistance. The proposed Film Permit Ordinance notifies the film producers of their responsibilities and protects City of Troy's interest in making sure there is a mechanism for recouping any personnel costs and/or expenses incurred by the City of Troy. The Film Permit Ordinance also exempts certain types of filming, such as, filming by news media, creation of student films, and filming done by church, school or civic organization for broadcast to its membership (Chapter 61A.5. Exemptions).

In addition to the ordinance, city administration created a complete film and video package welcoming interested parties to film in Troy. This package includes an informational step-by-step process, including a checklist, to guide the film industry representatives through the City of Troy permit process. All of the new information will be readily available on the City of Troy's website located at www.troymi.gov/Resources/FilmingInTroy.



CITY COUNCIL AGENDA ITEM

There were multiple staff members involved in creating this film and video package. Aside from those outlined above, the following were also great aides in the creation of this process:

Paul Featherston, SafeBuilt Building Official
David Roberts, Assistant Chief/Fire Marshal
Robert Redmond, Police Captain
Glenn Lapin, Economic Development Specialist
Cindy Stewart- Community Affairs Director

Recommendation

The adoption of the proposed Film Permit Ordinance will require adoption of amendments to Chapter 3 of the Troy City Code to allow the Troy Police Department, the Troy Fire Department, the Troy Planning and/or Code Enforcement to issue citations for violations of the ordinance. Chapter 60 will also have to be amended to provide for fees and bonds as required under the Film Permit ordinance.

City Administration recommends adoption of the new Film Permit Ordinance, Chapter 61A and the amendments to Chapter 3 and Chapter 60 of the Troy City Code.

City Attorney's Review as to Form and Legality

Lori Grigg Bluhm, City Attorney

Date

CITY OF TROY

OAKLAND COUNTY, MICHIGAN

AN ORDINANCE TO ADOPT A NEW CHAPTER 61A, "FILM PRODUCTION" TO THE CITY OF TROY CODE OF ORDINANCES TO PROVIDE REGULATIONS AND REQUIREMENTS FOR FILM PRODUCTIONS IN THE CITY OF TROY

THE CITY OF TROY ORDAINS:

Section 1:

That a new Chapter 61A, to the City of Troy Code of Ordinances be and is hereby adopted to read as follows:

CHAPTER 61A. FILM PRODUCTION PERMIT

61A.1. SHORT TITLE.

This Chapter may be known and may be cited as the City of Troy "Film Production Ordinance".

61A.2. PURPOSE.

This Chapter sets forth rules and regulations to govern and authorize individuals and film companies to conduct filming activities in the City without unreasonably impacting the peace and comfort of the residents of the community; to assure that such activities are consistent with considerations of the public health, safety, and general welfare; to ensure the protection of property; and to provide a streamlined process for issuing film production permits. The requirements provided in this Chapter shall be separate and in addition to those provisions of the City of Troy Code of Ordinances, and/or other codes adopted by reference, regarding business regulation and licensing. Any and all fees provided in Chapter 60 are intended to cover the cost of investigation and processing permits for filming, and for recovery of costs to the City for use of City personnel, equipment and/or supplies as specified herein, and shall be in addition to all other applicable licenses and/or permits.

61A.3. DEFINITIONS.

For the purpose of this Chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning:

- (A) Day: Any calendar day beginning at 12:00 a.m. and ending at 11:59 p.m.
- (B) Base Camp: The location in the City established as the headquarters or command center for the permittee's filming activities.
- (C) Film: Single media or multimedia entertainment content for distribution or exhibition to the general public by any means and media in any digital media format, film, or videotape, including, but not limited to, a motion picture, documentary, television series, television miniseries, television special, interstitial television programming,

long-form television, interactive television, music videos, interactive games, video games, commercials, internet programming, internet video, sound recording, video, digital animation, or interactive website. The use of the words “film”, “filming” or “filming production” in this Chapter shall include all types of media set out in this definition.

- (D) Filming: The act(s) of undertaking, producing, or creating a film regardless of the intended viewing audience. The term also includes the setup and dismantling of all related equipment.
- (E) News Media: The filming for the purpose of spontaneous, unplanned, or “on scene” television news broadcasting by reporters, photographers, or camera operators, but not including magazine or documentary programs filmed, edited, and prepared for commercial purposes.
- (F) Personal Film: A film for private or family use, including, but not limited to, family event filming or a film of security footage.
- (G) Student Film: A film production by a student of a public or private school or college where the production is for school or college credit and from which no profit is taken.

61A.4. PERMIT REQUIRED.

Except as otherwise provided in this Chapter, it is unlawful for any person to engage in the business or activity of filming at any place within the City of Troy without a film production permit from the City, other than in a motion picture or television studio in an appropriate zoning district with no outside storage of filming equipment. Any person interested in filming within the City shall complete, in full, a film production permit application that shall be submitted with the required application fees to the City Clerk. A film production permit does not constitute or grant permission to use or occupy property not owned, leased or controlled by the City if such filming activity is deemed by the City of Troy to impact public safety and/or be in the public interest.

61A.5 EXEMPTIONS.

- (A) The City has chosen to exempt certain film productions from the permitting requirement of this Ordinance for productions which are not likely to interfere in any substantial way with the health, safety or welfare of the public. The City reserves the right to require specific conditions, including, but not limited to, proof of insurance approved by the City, if the City, in its sole discretion, determines those conditions are necessary to protect the public or property even though there is no film production permit requirement. All individuals and entities, whether required to get a film production permit or exempt, shall comply with all other Troy Ordinances, and federal and state law.
- (B) The provisions of this Chapter shall not apply to:
 - 1. The creation of a personal film;
 - 2. The creation of news media;
 - 3. The filming of motion pictures for use in a criminal investigation, civil proceeding, or emergencies such as fires, floods, or police actions;

4. The filming of motion pictures and activities associated therewith which occur upon commercial property which is owned or leased for more than 3 months by the enterprise or individual conducting the filming and none of the activities are open to view by the general public. To be eligible for this exemption, all trailers, vans for personnel, equipment, displays, sets, and storage of other types of equipment or materials shall not be visible from any public or private roadway whether within the City of Troy or a neighboring community and the activities do not interfere in any way with the public right-of-way or impact neighboring private property. Further, this exemption shall not be construed to authorize the violation of any laws, including the City of Troy's Code of Ordinances;
5. The filming of motion pictures and activities associated therewith, which occur upon residential property which is owned or leased for more than 3 months by the enterprise or individual conducting the filming and none of the activities are open to view by the general public. To be eligible for this exemption, all trailers, vans for personnel, equipment, displays, sets, and storage of other types of equipment or materials shall not be visible from any public or private roadway whether within the City of Troy or a neighboring community and the activities do not interfere in any way with the public right-of-way or impact neighboring private property. Further, this exemption shall not be construed to authorize the violation of any laws, including the City of Troy's Code of Ordinances;
6. A film or multimedia broadcast or transmission on screen monitors of a live performance within a live entertainment venue or for training purposes, but only if the transmission is not filmed simultaneously for distribution by any method to the general public;
7. Education, government, and public access and local origination programs for cable television systems franchised within the City;
8. Filming done by a church, school or civic organization for broadcast to its membership and/or students;
9. Filming by the City, including, but not limited to, filming of a sewer line or preparation of promotional films, or training of employees;
10. The filming of competitive athletic events, parades, or other similar events of a public nature, when in attendance as a member of the public and a spectator;
11. The creation of a student film, unless the filming activities utilize or adversely impact public ways or are conducted outdoors in residential or commercial areas;
12. Local commercials (film or still photography) produced entirely on private property for purposes of advertising local businesses and merchants, so long as the equipment, personnel, and subject connected with the commercials do not interfere in any way with the public right-of-way or impact neighboring private property, or use pyrotechnics or other hazardous special effects;
13. Still photographers, who are photographing in a public area, and who do not encroach upon the public right-of-way with equipment or personnel;

14. Films produced entirely for training of employees or personnel that are produced within the employer's property and do not utilize or adversely impact any public ways and are not produced outdoors in residential or commercial areas; and
15. Any other activity not deemed to impact public safety and/or be in the public interest by the City Manager or his/her designee.

61A.6. MANDATORY PRE-APPLICATION MEETING; APPLICATION.

- (A) Pre-Application Meeting. Any person desiring to conduct film production activities shall meet with the City Manager or his/her designee to communicate to the City of Troy its intentions and to determine if it is exempt from obtaining a filming permit. Preliminary information concerning pre-application meetings and permit procedures may be found on the City of Troy's website: www.troymi.gov, including any revisions, or at the City Manager's Office.
- (B) Application. Any person determined by the City of Troy to be non-exempt from obtaining a filming permit at a pre-application meeting shall make application to the City Clerk on the appropriate form provided by the City Clerk. The form must be fully completed, signed and accompanied by the required administrative fee(s) and any other documentation required by this Chapter, including but not limited to, plans as required under Section 61A.7, an executed hold harmless agreement, and valid insurance certificate, before it will be processed. The permit applicant shall supply the following information on the application:
1. Name, permanent street address, and telephone numbers of applicant, including mobile phone and email addresses and the names, addresses, and telephone numbers, including mobile phone numbers, of the person(s) in charge of the location and responsible for the applicant's and applicant's employees' conduct. Individuals, partnerships, corporations, and limited liability companies shall be required to submit all information designated on the official application form and shall submit any requested documents as indicated on the form;
 2. Name, address and twenty-four (24) hour telephone numbers, including mobile phone numbers, email addresses, and local addresses of a least two (2) persons to be contacted in the event of emergency situations;
 3. Name (or working title) of the film or project, and the nature of the proposed motion picture, television production, or photographic production;
 4. Location(s), date(s), time(s), and activities of the proposed filming, and an estimate of the maximum number of attendees expected at the filming during each day or time. If the proposed filming involves the use of private property, the full name and address of the property owner where the filming is to occur and a signed affidavit from the owner granting permission for the proposed use of the property in question shall be provided. If, in the discretion of the City Manger or his/her designee it appears that the peace and tranquility of neighboring property

owners may be disturbed by the filming, the City may send notice of the filming to the neighboring property owners who are within a 300-foot radius of filming site;

5. The maximum number of individuals in the cast and crew anticipated at any one filming site within the City;
6. The maximum number of vehicles and other equipment, including, but not limited to, vehicles and equipment used during the filming and cast and crew private vehicles that are anticipated at any one filming site within the City, a parking plan as set out in Chapter 61A.7. If overnight parking and locations are needed at one or more locations, the applicant should provide a plan for that overnight parking as set out in Chapter 61A.7;
7. Any requests for special assistance from the City at any location, including, but not limited to, street closure, traffic control, crowd control and emergency or standby services;
8. A statement of intent to use animals or reptiles, chemicals, explosives, special effects or fire, or to engage in any other hazardous activity and a description of such use or activities with specificity;
9. Special conditions or requests by the applicant;
10. Expiration date for the permit, which is the estimated date that all filming, restoration and clean-up will be completed. The actual expiration date of the permit will be determined by the City;
11. A sworn statement as to the truth of the statements in the application. If the applicant is a corporation, limited liability company or business, the application shall be signed by one (1) principal officer of the corporation company or business;
12. In addition to the requirements of this Chapter, any applicant who engages in any activity that requires compliance with any federal, state, or local regulations, including additional licenses or permits, shall present evidence of satisfactory compliance with such regulations; and
13. Each application shall be accompanied by the administrative fee(s). Before the issuance of a film production permit, the applicant may be required to submit a cost deposit for City services and a cash bond, as set out in Chapter 61A.8.
14. Attachment of the valid certificates of insurance and executed hold harmless agreement documents.

61A.7 APPLICATION – PLANS SUBMITTAL.

Each applicant for a film production permit shall digitally submit as part of its application a detailed explanation, including drawings and diagrams, where applicable, of the following:

- (A) A sketch or sketches of the filming site with dimensions showing the following:
1. Traffic and parking control plans for the base camp, if any, and each location showing traffic patterns, right-of-ways to be closed or intruded upon and any on-street or off-street parking locations for work trucks, vehicles to be used in the film, crew parking, sanitary facilities, catering, and non-essential production vehicles;
 2. A list of the anticipated duration of the proposed activities and daily hours of operation for each location;
 3. A plan for cleanup and waste disposal for each location;

61A.8 FEES, COST DEPOSITS AND CASH BOND.

- (A) Fees, Cost Deposit and Cash Bond. The applicant shall be required to provide information on the application to be used to determine the amount of the administrative fee(s), cost deposit and cash bond. Administrative fee(s), cost deposit and cash bonds, may include the following:
1. Application Fee. A processing fee in an amount as set out in Chapter 60 to reimburse the City for the estimated personnel costs required to evaluate the application and establish conditions of approval. The application fees are non-refundable.
 2. Public Property Use Fee. A fee in an amount established as set out in Chapter 60 to compensate the City for the use of public property. Additional costs and cash bonds may be required as set out in this Ordinance.
 3. Hazardous Materials/Pyrotechnical Fees. A separate permit fee for use of hazardous materials or pyrotechnics.
 4. Cost Deposit for Special Conditions. Estimated costs assessed by the City Manager or his/her designee for the implementation of special conditions as requested by the applicant in the application. Before a film production permit is issued, the applicant shall be required to pay in advance the approximate total costs as determined by the City Manager or his/her designee.
 5. Cost Deposit for Use of City Personnel, Equipment and Supplies. Estimated costs assessed by the City Manager or his/her designee to provide City personnel, whether requested by applicant/permittee or required by the City for

protection of the public health, safety, and welfare, including, but not limited to, inspections by City personnel of the filming site, the presence of “stand-by” personnel before, during or after filming, and/or the setting up of equipment and providing for traffic or crowd control. Costs shall include, but not be limited to, employee wages including overtime, fringe benefits, supervision, administrative overhead and the hourly cost for the use of equipment and supplies. Before a film production permit is issued, the applicant shall be required to pay in advance the approximate total costs as determined by the City Manager or his/her designee.

6. Cash Bond. A cash bond shall be required prior to the issuance of a film production permit in an amount to include the estimated cost deposit, equipment, supplies and special conditions, and for the restoration and clean-up of any film location(s) used by permittee. The cash bond may be waived by the City Manager (?), or his/her designee, if an acceptable alternative method of providing financial protection to the City of Troy is provided for damages and/or clean up at the close of filming. After a film production permit is issued, if at any time it is determined that additional personnel, equipment, supplies or special conditions are needed or the City will incur additional costs not covered by the cost deposit and cash bond, the permittee shall immediately deposit with the City additional money as part of either its cost deposit or cash bond. Failure to do so will result in a revocation of the film production permit. If, and only if, all of the City’s costs for any service, administrative fee or expense have been paid in full, the portion of the remaining cost deposit and cash bond will be returned in full as set out in Section 8 below.
7. Additional Fees and/or Costs. This Ordinance shall not limit the City’s ability to assess additional fees and/or costs for situations not provided for in the Ordinance if those situations have an impact on public resources or public safety.
8. Within sixty (60) days of the expiration of the permit or an extension of the permit, the City Clerk or Manager or his/her designee shall send the permittee by mail or other method agreed to in writing by the permittee and the City, a final invoice of all of the City’s outstanding costs with credit for the cost deposit and cash bond. The permittee shall have thirty (30) days from the date of the invoice to submit payment for the full invoice amount to the City by cash or a check sent to: City Clerk, City of Troy, 500 W. Big Beaver Road, Troy, Michigan 48084. In the event the permittee fails to fully reimburse the City within the thirty (30) day time frame, the City shall deduct the full amount of any unpaid fees or costs amounts from the cost deposit and cash bond held on behalf of the permittee and deposit those funds in the City accounts. Those funds shall become the property of the City and are not refundable to the permittee, its heirs, successors or assigns. If there are any funds remaining from the cost deposit and cash bond after deductions by the City, that amount shall be refunded to permittee. The procedure set out herein for deduction of monies owed to the City from permittee’s cost deposit and

cash bond, does not waive in any way the City's right to take any legal action against the permittee to collect any unpaid fees or costs incurred by the City as a result of permittee's activities. By signing the application for film production permit, applicant/permittee is agreeing to the deduction of the City's cost from the cost deposit and cash bond as set out herein.

(B) Extensions of Permit; City's Determination of Need for Personnel Services; Extraordinary Costs for Investigation; Waiver of Administrative Fee(s).

1. In the event that weather conditions or other circumstances beyond the control of the permittee require that the date(s) or time(s) of the proposed filming need to be altered, no additional fees shall be required as long as the City Clerk or his/her designee is given at least one (1) day notice of the alteration; however, additional fee(s) as determined by the City Manager or his/her designee and as set out in Chapter 60 may be charged if changes or additions or extensions to the original film production permit are requested which are not beyond the control of the permittee. A change or addition to the original film production permit request must be filed with the City Clerk prior to the activities proposed by the change or addition. Failure to file for a change or addition prior to the activity requested shall be considered a violation of this Ordinance. A request for extension shall be filed within three (3) business days prior to the expiration of the original permit. The City Manager or his/her designee shall have the absolute discretion to deny a request for alteration or extension of a permit if, after reviewing the reason for the request for alteration or extension of a permit, no good cause for the alteration or extension exists.
2. If the City Manager or his/her designee determines that any potential danger to the public health, safety or general welfare, or to property would be minimized by the presence of police or fire protection at the site of the filming, the City Clerk may grant the film production permit with the condition that the permittee pay in advance to the City the anticipated costs of such police or fire protection or presence.
3. For film production permits that require the City to provide personnel services to the permittee in addition to police or fire protection, service costs shall be imposed for the same. Such costs will be determined by the City Manager or his/her designee for the services provided and shall be based on the actual cost incurred by the City in providing such services. Such service costs shall include, but not be limited to, employee wages including overtime, fringe benefits, and supervision, administrative overhead, and the hourly costs for the use of any City equipment and supplies.
4. For all fees set out herein, additional charges may be imposed to cover the cost of extraordinary film production permit investigation and/or staff costs, if the City

Manager or his/her designee deems the collection of such costs is necessary to prevent the absorption of any costs by the City and/or its taxpayers.

5. The administrative fee(s) and the property use fee may be waived by the City Manager or his/her designee for productions conducted by a cable television company operating under a franchise granted by the City when such productions are not conducted on public property, do not interfere with public right-of-way, and which involve fewer than two (2) motor vehicles. Any applicants whose administrative fee(s) are waived still remain subject to the other provisions of this Ordinance.

61A.9 LIABILITY PROVISIONS.

The requirements of this section are applicable whenever a permittee's operation will utilize or impact City facilities or property as determined by the City Manager or his/her designee.

- (A) Liability Insurance. Before a permit is issued a certificate of insurance must be submitted evidencing that has permittee insurance in an amount not less than one (1) million dollars per occurrence for automobile liability and one (1) million dollars per occurrence for general liability insurance. Cancellation of the insurance shall be considered a material breach of the conditions of the permit, and the permit shall become null and void unless proof of renewal of continuous coverage is immediately provided to the City Clerk. All insurance carriers shall be licensed and admitted to do business in the State of Michigan and acceptable to the City Manager or his/her designee. In the event the use of pyrotechnics or any other potentially hazardous activity is contemplated, the permittee will be required to submit evidence that it has insurance which will cover said use or activities in an amount and form acceptable to the City Manager or his/her designee. An endorsement to any liability policy shall name the City of Troy, its elected and appointed officials, employees, agents, representatives, volunteers, and others working on behalf of the City as additional insureds.
- (B) Indemnification and hold harmless. To the fullest extent permitted by law, permittee agrees to defend, pay on behalf of, indemnify, and hold harmless the City of Troy, its elected and appointed officials, employees and volunteers and others working on behalf of the City of Troy against any and all claims, demands, suits, or loss (including all costs connected therewith), and for any damages which may be asserted, claimed or recovered against or from the City of Troy, its elected and appointed officials, employees, agents, representatives, volunteers and others working on behalf of the City of Troy. This provision includes, but is not limited to claims of personal injury (including bodily injury or death) and/or property damage which arises out of or is in any way connected or associated with the execution of activities by permittee set out in the application for permit and under the provisions and/or conditions of the permit.

61A.10 INVESTIGATION OF APPLICANT AND PROCESSING TIME.

- (A) Upon receipt by the City Clerk, copies of the application for a permit required by this Chapter shall be forwarded to City Administration who shall review and

investigate matters relevant to the application and within ten (10) business days of receipt thereof shall report their findings and recommendation to the City Clerk.

- (B) The Police Department and the Fire Department shall investigate each application for a film production permit. If during the course of such investigation, the City desires additional information to assist with determining whether or not such a permit should be issued, the City is authorized to require the applicant to furnish such additional information.
- (C) By filing the application for a film production permit, the applicant/permittee agrees to allow for site inspections by the City Administration for purposes of ensuring compliance with this Chapter, all conditions of the permit, and all applicable State and Federal laws and the City of Troy's Code of Ordinances, including but not limited to, fire codes, building codes and referenced standards.
- (D) If the application satisfies the criteria of this Chapter, the City Clerk shall issue the permit within ten (10) business days of submission of the film production permit application.
- (E) A film production permit may not be transferred or assigned to another individual or entity.
- (F) The film production permit must be posted in public view at the filming location at all times. If posting is not possible due to the location or circumstances of the filming, the permit shall be produced within a reasonable time upon request by any City official.

61A.11 SPECIFIC CIRCUMSTANCES.

In addition to the criteria listed in this Chapter, the City Manager or his/her designee may also investigate the application with respect to public health, safety and welfare issues, including, but not limited to, the following special circumstances and may impose further conditions on the issuance of a film production permit if warranted:

- (A) Hours. Filming is permitted in residentially-zoned neighborhoods between the hours of 7:00 a.m. and 10:00 p.m. on Monday through Friday; 8:00 a.m. and 10:00 p.m. on Saturdays, and between 9:00 a.m. and 10:00 p.m. on Sundays and legal holidays unless the City approves filming during hours other than those set out herein.
- (B) Noise. Filming activities which produce unusual noise such as gunfire, sirens, public address systems, bull horns, or any other loud noises may be restricted to mitigate the effects of the activity. Chapter 88, Nuisances, of the City of Troy Code of Ordinances will be enforced by City Administration.

- (C) Aircraft. Helicopter landings or filming from the air are not permitted without explicit written permission from the City Clerk or his/her designee. The request for written authorization shall be filed with the application, with a detailed explanation of what activities are anticipated, when and where.
- (D) Public safety personnel. Police and/or fire personnel requirements shall be determined by those departments and any such personnel shall be at the permittee's expense. Permittee can request additional public safety employees, at it's own expense with the application. The Police Chief or his/her designee may approve the use of additional police personnel or may require the applicant to contract with a private security firm. At all times, all police employees approved by the Police Chief or his/her designee shall constitute and remain City employees and shall be required to enforce all State and Federal laws and the City of Troy's Code of Ordinances. City public safety personnel shall not be employees of the permittee at any time while assigned by the Police Chief or the Fire Chief or their designee as public safety personnel.
- (E) Rights-of-Ways. No person shall close or impose upon any right-of-way in the City unless first obtaining permission from the City Manager or his/her designee. The permittee must obtain permission from the City Manager or his/her designee to string cable across streets, sidewalks or from a generator to a service point.
- (F) Traffic Control and Parking. For any filming that would impair traffic flow or parking in any manner or for any duration, the permittee shall comply with all traffic control and parking requirements deemed necessary by the City or private security personnel, subject to the approval of the City. The use of City police officers, in addition to being approved and funded as described in this Chapter, shall depend on the location of filming since the possible location sites within the City may fall within the jurisdiction of Oakland County or the State of Michigan.
- (G) Adult entertainment. No adult entertainment filming shall be conducted within the City which depicts nudity, sexual intercourse, simulated sex acts, or other displays prohibited by State law or the City of Troy's Code of Ordinances which could be observed by member of the general public. Applicants which have as their primary purpose the display of such acts for distribution to an adult entertainment market or video provider shall not be granted a permit for filming. A permit issued under this Chapter does not authorize the production of a film that in any manner requires the use of property owned by or under the control of the City in violation of Public Act 84 of 2008, MCL 123.1191, et.seq., which prohibits the production of films that include obscene matter. A permit issued under this Chapter does not authorize the production of a film on City owned property or property under the control of the City that requires that individually identifiable records be created and maintained for every performer pursuant to 18 U.S.C.A. 2557. Film studios engaged in adult entertainment must be licensed in compliance with Chapter 76 of the City of Troy's Code of Ordinances.

- (H) Pyrotechnics and special effects. The applicant/permittee shall obtain written permission from the Fire Chief, or his/her designee, for the use of any hazardous materials, pyrotechnics or similar special effects. The Fire Chief or his/her designee shall have the discretion to determine if a separate permit for these types of activities is required under Federal or State law or the City of Troy's Code of Ordinance. The applicant/permittee is responsible for payment of any permit fees under this section.
- (I) Vegetation. The City may impose restrictions on filming in areas with native vegetation, natural areas, wetlands and similar locations.
- (J) Crew size. The City may impose maximum capacity requirements for cast and crew size for filming operations at a filming location.
- (K) Refueling. The City may impose restrictions on refueling operations.
- (L) Boundaries. The City may impose requirements concerning the posting of the outer boundaries of the filming area.
- (M) Uniforms/badges. The City may impose restrictions concerning the covering of police, fire, and other uniforms and/or badges worn by actors when they are not being filmed.
- (N) Logos, Insignia. The City may impose conditions and/or restrictions on the use of City and other public agencies' logos, insignias, badges, or decals for filming purposes.
- (O) Acknowledgements. The City may require that the permittee properly acknowledge the assistance of the City in the final film credits.
- (P) Access. The City Manager or his/her designee may request access to behind the scenes production of any filming activity for purposes of creating promotional videos for the City. However, the City will honor all conditions of the production company regarding material that may be disclosed to the public prior to release of the final film or production.
- (Q) Clean-up and Restoration. All clean-up and restoration of a film site shall be completed on the last day of filming at that location. If not completed, the City may issue a Municipal civil infraction citation pursuant to Chapter 100, Municipal Civil Infractions, of the Troy Code of Ordinances and proceed to get a court order to complete the clean-up and/or restoration and deduct the costs for the full amount of the clean-up and/or restoration from the cash bond held by the City on behalf of the permittee. Those funds shall be deposited in a City account and shall become the property of the City and are not refundable to the permittee, its heirs, successors or assigns

61A.12 GRANT OR DENIAL OF PERMIT; ADMINISTRATIVE POLICIES.

- (A) The City Clerk, City Manager or his/her designee may deny a permit, if after investigation, City Administration finds that the activities regulated by this Chapter or the proposed location of such filming will not comport with the public welfare; or that it will tend to create a nuisance; or that the character or reputation of the applicant, its officers, or employees is one of untruthfulness and indecency, or an investigation of the applicant, its officers, or employees indicates a failure to pay debts at previous filming venues whether in the City or in another location, or he/she/it has failed to comply with permit requirements, including, but not limited to, failure to restore and/or clean up locations or failure to pay the City in full for city services or for failure to pay any other governmental entity.
- (B) The City Administration may promulgate administrative policies and procedures governing the form, time, and location of any filming activity within the City. Even though time frames for issuance of permits are set out in this Chapter, the City of Troy may not always be able to comply with those time lines due to limited, public holidays or other unanticipated events. Time limits for extensions and appeals will always apply. Such policies and procedures shall be on file with the City Clerk and the City Manager's office for review by the public and they shall have the force and effect of law as if fully set forth in this Chapter. In addition to any City policies and procedures, all decisions concerning the issuance of any film production permit and/or the conditions imposed thereon shall be made after consideration of the following factors:
1. The health and safety of the public;
 2. Disruption of activities of businesses or persons within the affected area;
 3. The safety of property within the City;
 4. Traffic congestion at particular locations within the City; and
 5. The effect on the personnel resources and/or finances of the City.

61A.13 APPEAL.

Any person aggrieved by the decision of the City shall have the right to a written appeal of the approval, conditional approval, or a denial of a film production permit to the City Council. The appeal shall be filed with the City Clerk within ten (10) business days after notice of the decision is mailed or transmitted to the applicant. The City Council shall decide the appeal at the next available regular City Council meeting. The decision of the City Council shall be final.

61A.14 REVOCATION OF PERMIT.

(A) Any film production permit may be revoked under the following circumstances:

1. Where it has been determined that the permittee has violated or has failed to comply with any of the terms or conditions of the film production permit;
2. Where it has been determined that the permittee has violated or has failed to comply with any ordinance, resolution, or applicable regulation;
3. Where it has been determined that the film production permit was granted pursuant to false or fraudulent information contained in the film production permit application or verbally provided to the City;
4. Where it has subsequently been determined that filming activity will fail to meet the criteria enumerated in this Chapter for granting a film production permit; or
5. Where it has been determined that the preservation of the public health, safety and general welfare demand revocation of the film production permit.

(B) A notice of revocation shall be mailed to the permittee by the City Clerk, by mail, or personally delivered, stating the grounds for revocation and advising the permittee of the appeal rights afforded by this Chapter.

61A.15. VIOLATIONS PUNISHABLE AS MISDEMEANORS; NUISANCE PER SE.

(A) Violations of any of the provisions of this Chapter or any of the terms and conditions of a film production permit is a misdemeanor, punishable by a fine up to \$500.00 and costs and/or a jail term of up to ninety (90) days. It shall also be a misdemeanor to:

1. Provide false or fraudulent information to the City during the permit application process;
2. Provide any false or fraudulent information to the City after the permit has been issued, including, but not limited to, the possession or existence of consent or permission from property owners when required; or
3. Failure or refusal to cease any film activities when ordered to do so by City Administration due to violations of any City of Troy Code or Ordinance, including this Chapter, State law or Federal law.

(B) Any filming or related activity conducted contrary to the provisions of this Chapter shall be and is hereby declared to be an unlawful action and a public nuisance. The City Council may authorize the commencement of an action at law or in equity in the name of the City of Troy in any court of competent jurisdiction against the permittee to ensure compliance with the terms of this Chapter. All remedies prescribed herein will be cumulative and the use of any one or more remedies by the City shall not preclude the use of any other remedy for the purpose of enforcing the provisions of this Chapter, nor shall the City's delay or failure to exercise any remedy result in a waiver of that remedy.

Section 3. Repeal

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

Section 4. Savings

All proceedings pending, and all rights and liabilities existing, acquired or incurred, at the time this Ordinance takes effect, are hereby saved. Such proceedings may be consummated under and according to the ordinance in force at the time such proceedings were commenced. This ordinance shall not be construed to alter, affect, or abate any pending prosecution, or prevent prosecution hereafter instituted under any ordinance specifically or impliedly repealed or amended by this ordinance adopting this penal regulation, for offenses committed prior to the effective date of this ordinance; and new prosecutions may be instituted and all prosecutions pending at the effective date of this ordinance may be continued, for offenses committed prior to the effective date of this ordinance, under and in accordance with the provisions of any ordinance in force at the time of the commission of such offense.

Section 5. Severability Clause

Should any word, phrase, sentence, paragraph or section of this Ordinance be held invalid or unconstitutional, the remaining provision of this ordinance shall remain in full force and effect.

Section 6. Effective Date

This Ordinance shall become effective ten (10) days from the date hereof or upon publication, whichever shall later occur.

This Ordinance is enacted by the Council of the City of Troy, Oakland County, Michigan, at a Regular Meeting of the City Council held at City Hall, 500 W. Big Beaver, Troy, MI, on the _____ day of _____, 2014.

Dane Slater, Mayor

Aileen Bittner, City Clerk

CITY OF TROY

AN ORDINANCE TO AMEND
CHAPTER 3 OF THE CODE OF
THE CITY OF TROY

The City of Troy ordains:

Section 1. Short Title

This Ordinance shall be known and may be cited as an amendment to Chapter 3, Administrative Service, of the Code of the City of Troy.

Section 2. Amendment

Chapter 3, Section 1.141(7), shall be amended to add Chapter 61A as follows:

1.141(7) A City of Troy Fire Department Staff Lieutenant, Division Assistant Chief or Chief shall have authority to issue and serve upon a person an appearance ticket, a Municipal Civil Infraction notice of violation, and/or a Municipal Civil Infraction citation, if he/she has reasonable cause to believe that the person has committed a violation of any of the following provisions of the Troy City Code:

Chapter 2: House Numbering and Street Naming

Chapter 61A: Film Production
(provisions related to fire safety)

Chapter 67: Dances and Dance Halls
(provisions related to fire safety)

Chapter 68: Amusements and Recreation Places
(provisions related to fire safety)

Chapter 69: Miscellaneous Licensed Businesses
(provisions related to fire safety)

Chapter 70: Self Service Laundries and Dry Cleaners
(provisions related to fire safety)

Chapter 79: General Building Regulations
(provisions related to fire safety)

Chapter 82: Property Maintenance Regulations
(provisions related to fire safety)

Chapter 82A: Rental and Dwelling Inspection and Enforcement
(provisions related to fire safety)

Chapter 82B: Dangerous Buildings (provisions related to fire safety)

Chapter 84: Garbage, Rubbish, and Refuse Transfer Station
(provisions related to fire safety)

Chapter 88: Nuisance (provisions related to fire safety)

Chapter 93: Fire Prevention

Chapter 97: Coin-Operated Amusement Devices and Arcades
(provisions related to fire safety)

Chapter 106: Traffic (provisions related to fire safety)

Chapter 3, Section 1.141(9) shall be amended to add Chapter 61A as follows:

1.141(9) ~~A City of Troy Foreman of Parks Maintenance Division, Superintendent of Public Grounds, or Director of Parks and Recreation~~ The City of Troy Director of Public Works, Superintendent of Parks, Streets, and Drains or the Parks Division Field Supervisor shall have authority to issue and serve upon a person an appearance ticket, a Municipal Civil Infraction notice of violation, and/or a Municipal Civil Infraction citation, if he/she has reasonable cause to believe that the person has committed a violation of any of the following provisions of the Troy City Code:

Chapter 28: Tree Regulations

Chapter 29: Cemetery

Chapter 39: Zoning (provisions related to landscaping)

Chapter 41: Subdivision Control
(provisions related to landscaping)

Chapter 61A: Film Production
(provisions related to filming on public parks and public lands)

Chapter 3, Section 1.141(10) shall be amended to add Chapter 61A as follows:

1.141(10). The Zoning Administrator, or his/her designee, a Housing and Zoning Inspector, and the Inspector Supervisor shall have authority to issue and serve upon a person an appearance ticket, a Municipal Civil Infraction notice of violation, and/or a Municipal Civil Infraction citation, if he/she has reasonable cause to believe that the person has committed a violation of any of the following provisions of the Troy City Code:

Chapter 16: Garbage and Rubbish

Chapter 34: Sidewalks and Driveway Approaches

Chapter 39: Zoning

Chapter 47: House Trailers and Trailer Courts

Chapter 61: Temporary Merchant Business

Chapter 61A: Film Production

Chapter 64: Gasoline Stations

Chapter 67: Dances and Dance Halls

Chapter 69: Miscellaneous Licensed Businesses

Chapter 72: Drive-In Restaurants

Chapter 76: Adult Use Businesses Licenses

Chapter 79: General Building Regulations

Chapter 82: Property Maintenance Regulations

Chapter 82A: Rental and Dwelling Inspection and Enforcement

Chapter 82B: Dangerous Buildings

Chapter 83: Fences

Chapter 85: Signs

Chapter 88: Nuisances

Chapter 90: Animals

Chapter 93: Fire Prevention

Chapter 97: Coin-Operated Amusement Devices and Arcades

Section 3. Savings

All proceedings pending, and all rights and liabilities existing, acquired or incurred, at the time this Ordinance takes effect, are hereby saved. Such proceedings may be consummated under and according to the ordinance in force at the time such proceedings were commenced. This ordinance shall not be construed to alter, affect, or abate any pending prosecution, or prevent prosecution hereafter instituted under any ordinance specifically or impliedly repealed or amended by this ordinance adopting this penal regulation, for offenses committed prior to the effective date of this ordinance; and new prosecutions may be instituted and all prosecutions pending at the effective date of this ordinance may be continued, for offenses committed prior to the effective date of this ordinance, under and in accordance with the provisions of any ordinance in force at the time of the commission of such offense.

Section 4. Severability Clause

Should any word, phrase, sentence, paragraph or section of this Ordinance be held invalid or unconstitutional, the remaining provision of this ordinance shall remain in full force and effect.

Section 5. Effective Date

This Ordinance shall become effective ten (10) days after adoption or publication, whichever occurs later.

This Ordinance is enacted by the Council of the City of Troy, Oakland County, Michigan, at a regular meeting of the City Council held at City Hall, 500 W. Big Beaver, Troy, MI, on the _____ day of _____, 2014.

Dane Slater, Mayor

Aileen Bittner, City Clerk

CITY OF TROY
 AN ORDINANCE TO AMEND
 CHAPTER 60 OF THE CODE
 OF THE CITY OF TROY

The City of Troy ordains:

Section 1. Short Title

This Ordinance shall be known and may be cited as an amendment to Chapter 60, Section 60.03, of the Code of the City of Troy.

Section 2. Amendment

Chapter 60, Section 60.03 – Fee Schedule, shall be amended by adding the following items:

ITEM/SERVICE:	FEE:
FILM PRODUCTION (Chapter 61A)	
Application Fee	\$100.00
Public Property Use Fee (Per Day)	\$100.00
Fire Inspection Fee (per Inspection) Hazardous Materials/Pyrotechnical Fee*	\$100.00
Cost Deposit for Special Conditions*	
Cost Deposit for Use of City Personnel*	
Cash Bond*	
Additional Fees and Costs*	
Extension of Permit	\$100.00
*To be determined after applying and/or as required if production activities change. Other Ordinance provisions require fees, for example, Building and Fire.	

Section 3. Savings

All proceedings pending, and all rights and liabilities existing, acquired or incurred, at the time this Ordinance takes effect, are hereby saved. Such proceedings may be consummated under and according to the ordinance in force at the time such proceedings were commenced. This ordinance shall not be construed to alter, affect, or abate any pending prosecution, or prevent prosecution hereafter instituted

under any ordinance specifically or impliedly repealed or amended by this ordinance adopting this penal regulation, for offenses committed prior to the effective date of this ordinance; and new prosecutions may be instituted and all prosecutions pending at the effective date of this ordinance may be continued, for offenses committed prior to the effective date of this ordinance, under and in accordance with the provisions of any ordinance in force at the time of the commission of such offense.

Section 4. Severability Clause

Should any word, phrase, sentence, paragraph or section of this Ordinance be held invalid or unconstitutional, the remaining provision of this ordinance shall remain in full force and effect.

Section 5. Effective Date

This Ordinance shall become effective ten (10) days from the date hereof or upon publication, whichever shall later occur.

This Ordinance is enacted by the Council of the City of Troy, Oakland County, Michigan, at a regular meeting of the City Council held at City Hall, 500 W. Big Beaver, Troy, MI, on the _____ day of _____, 2014.

Dane Slater, Mayor

Aileen Bittner, City Clerk



LETTER OF INTENT

DATE:

TO: _____ (insert title) _____

FROM: Sehrish Salah-Ud-Din, Film and Video Coordinator

SUBJECT: Request to shoot film in the City of Troy

When? *When will you be shooting this scene? Day, date, and time?*

Who? *Who will be involved? Number of Crew members? Number of cast members?*

What? *What will they be doing? What will you need from the city? What equipment will you be bringing in? What equipment will you need from us?*

Where? *Where do you want to shoot? Describe the scene*

Time? *How much time will you need to shoot? What time do you want to start the shooting?*

What will Troy gain? *Explain how Troy will benefit?*

Movie credit? *Would you include Troy in the movie credits?*

Any additional information we may need to know? *Explain*

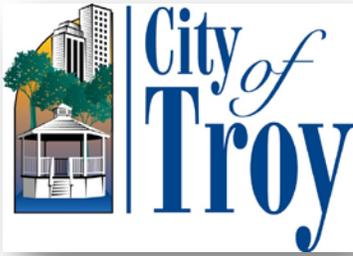
Please check if you plan to use the following items:

- Generators
- Road use or closure
- Pyrotechnics
- Construction
- Fire protection impact
- Trailer

FOR INTERNAL OFFICE USE ONLY

Exempt

Non- Exempt



Welcome to Troy, Michigan

Michigan's premier address for business, retail and commerce! With our ideal location, excellent City services and friendly business environment, you will find that Troy is a great place to shoot your film. To get you started, the following checklist has been prepared to assist you with your filming project in Troy. You will find Troy's staff to be courteous and helpful throughout the process and each step to be fast, efficient and user-friendly. We look forward to serving you, and once again, welcome to Troy.

Film & Video Checklist:

Contact:

- Contact Film & Video Coordinator
www.troymi.gov/Resources/FilmingInTroy



**Sehrish Salah-Ud-Din, Assistant City Manager,
Film and Video Coordinator**

Office: 248.524.3329
Cell: 248.824.3992
Email: salahuddins@troymi.gov

- Obtain Special Event Permit for
Outdoor Filming

Aileen Bittner, City Clerk

Office: 248.524.3331
Email: aileen.bittner@troymi.gov

If use of a City Park is required:

- Obtain a Filming Agreement

Elaine Bo, Recreation Director

Brian Goul, Supervisor

Office: 248.524.3491
Email: boes@troymi.gov
Email: goulb@troymi.gov

- Determine if a Building Inspection
Is Needed for Structures Built
- Determine if a Generator Inspection
Is Needed
- Determine if the Alterations of a
Building or Property Require the
Submittal of a Site Plan for Review

Paul N Featherston,

SafeBuilt Building Official

Or Rick Kessler, Plans Examiner

Office: 248.524.3348
Cell: 248.798.9186
Email: paul.featherston@troymi.gov
Email: r.kessler@troymi.gov

- Tent/Canopy Inspections
- Explosives/Pyrotechnics/Special Effects
- Schedule a Fire Inspection

David Roberts, Assistant Chief/ Fire Marshal

Office: 248.524.3419
Email: robertsdj@troymi.gov

- Site Access/Equipment Placement
- Street Closures
- Traffic Crowd Control

Robert Redmond, Police Captain

Office: 248.619.7662
Email: redmondjr@troymi.gov

- Site Location Assistance

Glenn Lapin, Economic Development Specialist

Office: 248.524.3314
Cell: 248.825.6794
Email: g.lapin@troymi.gov

For any additional questions, please contact Sehrish Salah-Ud-Din (See above).



INSTRUCTIONS FOR FILM PERMIT

STEP I. APPLICANT:

Submit the completed Film Permit Application (TYPED OR PRINTED) to the City Clerk's Office with the following:

- Plans as required by City Code 61A.7 - Plans
- Insurance certificate
- Hold harmless agreement
- *Signed affidavit of permission from private property owner
- *Cash bond and cost deposit
- Check payable to City of Troy for \$100

STEP II. APPLICANT/CITY CLERK'S OFFICE:

- Review accuracy of completed application
- Process application fee; give receipt to applicant
- Print second copy of receipt; paperclip to application

STEP III. CITY CLERK'S OFFICE:

- Route application packet electronically for approval/denial
- Print license; provide to contact listed on application

* If applicable

City of Troy
City Clerk's Office
500 W. Big Beaver
Troy, Michigan 48084
248.524.3317



APPLICATION FOR FILM PERMIT

Date _____

Name of Applicant/Company _____

Address _____

City/State/Zip _____

Phone _____

Project Manager at Location _____

#1 Contact Person for Location _____ 24-Hr Phone _____

Address _____

City/State/Zip _____

Email Address _____

#2 Contact Person for Location _____ 24-Hr Phone _____

Address _____

City/State/Zip _____

Email Address _____

Name of Project _____

Project Date(s) _____ to _____

Project Hours _____ until _____
Start Time End Time

Nature of project _____

Location(s) _____
(attach a separate sheet if necessary; provide street address and location name if applicable)

of Attendees per day per location _____ # of vehicles per day per location _____

Include cast, crew, etc _____

If you answer "Yes" to any of the below, please attach detailed description

Do you need City assistance? Yes No

Ex. Traffic control, emergency standby services

Any special requests or conditions? Yes No

Yes No



APPLICATION FOR FILM PERMIT

Will this project use any of the following?
(If "Yes", attach a detailed description)

	YES	NO
Animals and/or Reptiles		
Chemicals		
Explosives		
Special Effects		
Fire		
Other Hazardous Activities		

The above stated project will be carried out in accordance with all City Ordinances, Special Conditions and/or controls deemed necessary by the City. Any violation of this condition shall be sufficient cause for the City to shut down the project and revoke the permit. By signing this application, I am attesting that the statements made in this application are true and accurate to the best of my knowledge.

Applicant's Signature

This Permit will expire on _____
(Date to be determined by City Administration and all work/clean-up must be completed by this date)

Approval of this application is determined by the following departments:
Attorney's Office, Building, Engineering, Fire, Police, Public Works/Parks, Purchasing, Recreation

Note: The permit does not relieve applicant from meeting any applicable requirements of law or other public bodies or agencies.



FILMING IN THE CITY OF TROY

The CITY OF TROY welcomes you and wants you to enjoy its many residential, commercial and park settings where film MAGIC can be created. We need to know a few things about you before you begin your creative endeavor. Likewise, you should know a few things about us.

The City of Troy does require a Film Permit unless you are exempt from that requirement. Our experienced and helpful staff will meet with your production staff prior to any application for a Film Permit to discuss your goals and to determine if a Film Permit is necessary. The following simple steps should be followed to ensure a prompt response to your questions and concerns about filming in Troy.

PRELIMINARY STEPS*

1. **Call the City's Film and Video Coordinator in the City Manager's Office to set up a pre-application meeting. The City's Film and Video Coordinator can be reached at: 248.524.3329. At the meeting the following issues may be discussed:**

a. **Whether or not you are exempt from a Film Permit. (Chapter 61A. 5)**

Obtaining and completing an Application for a Film Permit. (Chapter 61A.6). An application can be found at the City of Troy Website: www.troymi.gov/Resources/FilmingInTroy under "Forms".

b. **Any fees, costs and/or cash deposits, or extraordinary costs, as well as insurance requirements, if any, for the proposed filming activity. (Chapter 61A.8 and 61A.9). A detailed explanation concerning the amount of fees, costs and cash bonds, if any, is provided as part of the Film Permit Application Package under the link on the City of Troy Website.**

c. **Any special circumstances that you anticipate such as use of aircraft, gunfire, pyrotechnics, and other activities. (Chapter 61A.11).**

POST FILM PERMIT APPLICATION STEPS

2. **After an Application is received and all necessary documents are received by the City, the City Clerk will promptly circulate it to all necessary Departments for approval.**

3. **Verify with the City of Troy's building permit contractor, SafeBuilt, what building permits are needed, if any. SafeBuilt can be contacted in person on the second floor of City Hall, 500 W. Big Beaver Road, Troy, Michigan or by calling: 248.524.3344.**

FILMING PROCEDURES STEPS

4. **Once a Film Permit has been issued, inform the City Film and Video Coordinator, or another individual designated by the City Film and Video Coordinator, for example, the Troy Police Department or the Troy Fire Department, of any of the specific circumstances set out in Chapter 61A.11 such as, but not limited to, the need for traffic control, the use of pyrotechnics, the use of public agency logos, insignias, decals, or the use of aircraft.**

5. **Film Permit extensions are allowed if in compliance with Chapter 61A.8.B. with at least one (1) day notice to the City Clerk.**

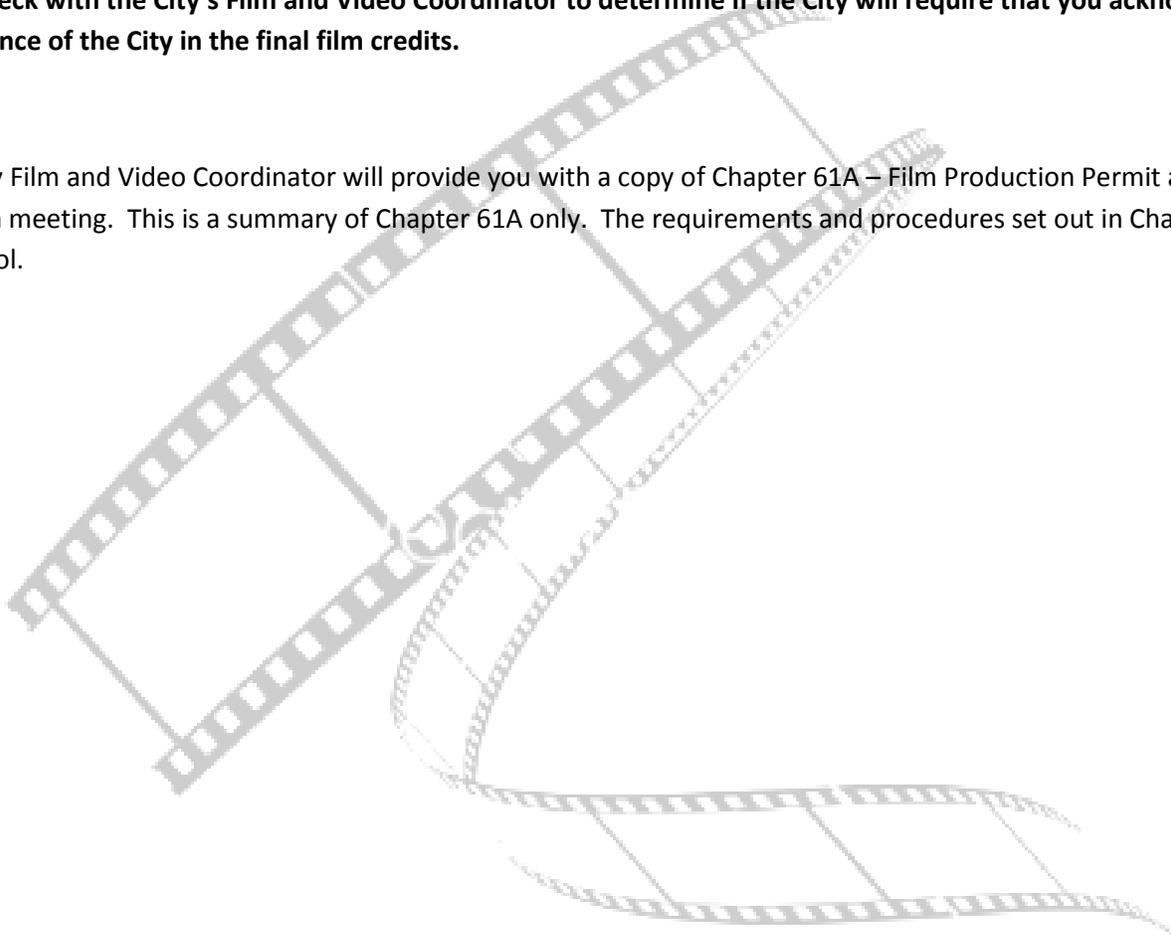
POST PRODUCTION STEPS

6. **Make sure clean-up and restoration of a film site is complete.**

7. **Check with the City Clerk to confirm if there are any deposits that should be returned to you.**

8. **Check with the City's Film and Video Coordinator to determine if the City will require that you acknowledge the assistance of the City in the final film credits.**

* The City Film and Video Coordinator will provide you with a copy of Chapter 61A – Film Production Permit at the pre-application meeting. This is a summary of Chapter 61A only. The requirements and procedures set out in Chapter 61A shall control.





INSURANCE AND HOLD HARMLESS REQUIREMENTS FOR FILM PERMIT

INSURANCE REQUIREMENTS:

All Certificates of Insurance shall be approved by the City of Troy prior to issuance of a Film Permit.

Liability Insurance. Before a Film Permit is issued a certificate of insurance must be submitted evidencing Insurance in an amount not less than one (1) million dollars per occurrence for automobile liability and one (1) million dollars per occurrence for general liability insurance. Cancellation of the insurance shall be considered a material breach of the conditions of the permit, and the permit shall become null and void unless proof of renewal of continues coverage is immediately provided to the City Clerk. All insurance carriers shall be licensed and admitted to do business in the State of Michigan and acceptable to the City. In the event the use of pyrotechnics or any other potentially hazardous activity is contemplated, the permittee will be required to submit evidence of insurance which will cover said use or activities in the amount and form acceptable to the City. An endorsement to any liability policies shall name the City of Troy, its elected and appointed officials, employees, agents, representatives, volunteers, and other working on behalf of the City as additional insureds.

A sample Certificate of Insurance is attached.

INDEMNIFICATION AND HOLD HARMLESS AGREEMENT.

An Indemnification and Hold Harmless Agreement shall be signed by the applicant prior to the issuance of a Film Permit.

(B) Indemnification and hold harmless. To the fullest extent permitted by law, permittee agrees to defend, pay on behalf of, indemnify, and hold harmless the City of Troy, its elected and appointed officials, employees and volunteers and others working on behalf of the City of Troy against any and all claims, demands, suits, or loss (including all costs connected therewith), and for any damages which may be asserted, claimed or recovered against or from the City of Troy, its elected and appointed officials, employees, agents, representatives, volunteers and others working on behalf of the City of Troy. This provision includes, but is not limited to claims of personal injury (including bodily injury or death) and/or property damage which arises out of or is in any way connected or associated with the execution of activities by permittee set out in the application for permit and under the provisions and/or conditions of the permit.

The indemnification and Hold Harmless Agreement is attached and will be requested as part of the application procedure.

INDEMNIFICATION AND HOLD HARMLESS AGREEMENT

To the fullest extent permitted by law, _____, agrees to defend, pay on behalf of, indemnify, and hold harmless the City of Troy, its elected and appointed officials, employees and volunteers and others working on behalf of the City of Troy against any and all claims, demands, suits, or loss, including all cost connected therewith, and for any damages which may be asserted, claimed or recovered against or from the City of Troy, its elected and appointed officials, employees, volunteers or others working on behalf of the City of Troy. This Agreement includes, but is not limited to, claims of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of or in any way connected to or associated with the activity of _____ as set out in the application for Film Permit or any activities related to filming while in the City of Troy as set out under the provisions and conditions of the Film Permit.

Witnesses:

Film Permit Applicant

Title: _____

Dated: _____



CITY COUNCIL AGENDA ITEM

Date: May 13, 2014

To: Brian Kischnick, City Manager

From: Mark F. Miller, Director of Economic & Community Development
Gary Mayer, Police Chief
William Nelson, Fire Chief
Steven J. Vandette, City Engineer

Subject: Request for Removal of No Parking Zone – 1914 Witherbee

History

At the Traffic Committee meeting of April 16, 2014 consideration was given to a request by Eric Esshaki, 1914 Witherbee, that No Parking restrictions adjacent to 1914 Witherbee and across the street from Pembroke Elementary school be removed. The south side of Witherbee between Eton and Graefield is posted No Parking on school days between 8:15 – 9:15 AM and 3:15 – 4:15 PM. The north side of Witherbee is posted No Parking as this is the fire hydrant side of the street. Mr. Esshaki stated that the restrictions place an undue burden on residents. He has four (4) vehicles at his home and has to go out twice a day, when home, to move cars based on the posted signs. Mr. Dave Dietz of 1900 Witherbee concurred with Mr. Esshaki, as indicated in the attached minutes from that meeting.

The Traffic Committee members recognized that the parking restrictions are not very effective as parents themselves often do park or stand along both sides of the road. This situation is very common at all schools.

Traffic Engineering received two emails regarding this request. Principal Susan Crocker of Pembroke Elementary stated that Witherbee is a narrow road already and vehicles parking on the south side of the road will increase congestion and decrease safety during the AM arrival and PM dismissal. She supported making no changes to the current parking restriction. A second email from a resident at 3467 Witherbee also supported making no changes to the parking restrictions.

The Traffic Committee resolved by a 4 to 2 vote that the No Parking restrictions, along the south side of Witherbee, between Graefield and Eton, be removed.

At the City Council meeting of May 12, 2014, Mayor Slater asked to remove the Traffic Committee's recommendation on this item so that our public safety departments could provide additional information on removing the no parking restriction on the south side of Witherbee. With the support of City Council this item was removed from the agenda.

Recommendation

The police and fire departments conducted a review of the parking and student drop off and pick-up situation at Pembroke Elementary and met with Principal Susan Crocker. The following is a summary of their findings from the attached memorandum:

- Witherbee is too narrow to accommodate bus and vehicular traffic with parking allowed on one side of the street.
- It is extremely difficult for the buses to make a left turn out of the designated bus loop onto eastbound Witherbee if parking is allowed in that area.

The Troy Police and Fire Departments oppose removing the no parking restriction on the south side of Witherbee, as does the Principal of Pembroke Elementary, Susan Crocker. The current parking restrictions helps to insure pedestrian and traffic safety near the school. Therefore, City Administration recommends that Council reject the Traffic Committee's recommendation and resolve that NO changes be made to the No Parking restrictions along the south side of Witherbee, between Graefield and Eton. No Parking on school days would remain in effect between 8:15 – 9:15 AM and 3:15 – 4:15 PM.



INTEGRITY * RESPECT * LAWS AND THE CONSTITUTION * ACCOUNTABILITY * PROBLEM SOLVING * PROFESSIONALISM

MEMORANDUM

DATE: May 14, 2014
TO: Chief Gary Mayer
FROM: Captain Robert Redmond
RE: 1914 Witherbee "No Parking" signage removal request

At the Traffic Committee Meeting on April 16, 2014 the Committee voted to recommend to the City Council, the removal of the No Parking signs on Witherbee, across from Pembroke Elementary. These signs prohibit the parking for school days only, between the hours of 8:15-9:15 a.m. and 3:25-4:15 p.m.

The Troy Police and Fire Departments oppose this request, as does the Principal of Pembroke Elementary, Susan Crocker.

There is heavy vehicular traffic in and around Pembroke during school drop off and pick up times. Witherbee is too narrow to accommodate bus and vehicular traffic with parking allowed on one side of the street. It is extremely difficult for the buses to make a left turn out of the designated bus loop onto eastbound Witherbee if parking is allowed in that area.

The posted signage on Witherbee serves to help ensure pedestrian and traffic safety and they should remain posted.

A regular meeting of the Troy Traffic Committee was held Wednesday, April 16, 2014 in the Lower Level Conference Room at Troy City Hall. Pete Ziegenfelder called the meeting to order at 7:30 p.m.

1. Roll Call

PRESENT: Sarah Binkowski
Tim Brandstetter
Ted Halsey
Richard Kilmer
Al Petrusis
Pete Ziegenfelder

ABSENT: Stevan Popovic

Also present: Martin & Shirley Mortensen, 3698 Finch
Robert Dona, 3680 Finch
Mark Abdal, 908 Huntsford
Mike Wullaert, 860 Huntsford
Daved Dietze, 1900 Witherbee
Eric Eshaki, 1914 Witherbee
Dianne Poulton, 1432 Madison
Bradley Reynolds, 373 Coachman, Apt. 3c
Sgt. Mike Szuminski, Police Department
Bill Huotari, Deputy City Engineer/Traffic Engineer

2. Minutes – March 19, 2014

RESOLUTION # 2014-04-14

Moved by Binkowski
Seconded by Halsey

To approve the March 19, 2014 minutes as printed.

YES: 6 (Binkowski, Brandstetter, Halsey, Kilmer, Petrusis, Ziegenfelder)
NO: None
ABSENT: 1 (Popovic)

MOTION CARRIED

REGULAR BUSINESS

3. Request for Traffic Control – Ogden at Keats

Dianne Poulton of 1432 Madison Drive requests that traffic control be placed at the

intersection of Ogden and Keats. Ms. Poulton states that the lack of traffic control at the intersection creates a hazardous situation.

Ms. Poulton was in attendance at the meeting and discussed her concerns as a representative of the homeowners association. She stated that the homeowners association supports the installation of a Yield sign. During the winter months the intersection was difficult to navigate and the intersection had many close calls. Ms. Poulton believes that drivers are not yielding or stopping to allow vehicles to pass through the intersection safely.

Mr. Petrusis would recommend a Stop sign as he believes they are more effective at assigning right-of-way.

Sgt. Szuminski agreed and stated that Stop signs are more enforceable.

RESOLUTION # 2014-04-15

Moved by Binkowski

Seconded by Kilmer

RESOLVED, that the intersection of Ogden and Keats be modified from NO Traffic Control to a STOP sign on the Keats southbound approach to Ogden.

YES: 6 (Binkowski, Brandstetter, Halsey, Kilmer, Petrusis, Ziegenfelder)

NO: None

ABSENT: 1 (Popovic)

MOTION CARRIED

4. Request for Removal of No Parking Zone – 1914 Witherbee

Eric Eshaki of 1914 Witherbee requests that the No Parking restrictions adjacent to 1914 Witherbee be removed. The south side of Witherbee, between Eton and Graefield, is posted No Parking on school days only between 8:15 – 9:15 AM and 3:15 – 4:15 PM. The north side of Witherbee is posted No Parking as the fire hydrant side of the street. Mr. Eshaki states that the current No Parking restriction places an undue burden on residents.

Mr. Eshaki was present at the meeting and provided input on his request. He has four (4) vehicles at his home. There is currently no parking on the north side of the street due to fire hydrants. The south side is posted no parking during the AM and PM arrival and dismissal times, school days only. There is also no parking on the west side of Eton. His property is the corner parcel at Witherbee and Eton. He has to go out twice a day, when home, to move cars based on the posted signs. He feels this is a major inconvenience to him and his neighbors. Ms. Eshaki stated that the police department needs to enforce the current no parking zones as parents “stand” or wait along Eton and Witherbee to drop

off or pick up their children. He further stated that the original Traffic Committee minutes, from 2006, stated that the No Parking signs on the south side of Witherbee were placed based on lack of parking when Pembroke Elementary was constructing improvements. These improvements have long been done and the parking available at the school has sufficient capacity to hold all vehicles.

Mr. Dave Dietz of 1900 Witherbee spoke about lack of communication between the school and residents. Changes to the site were made and no input was requested or provided by residents. He stated that buses do not have issues with pulling out of the school site when cars are parked on the south side of Witherbee. Mr. Dietz stated that when the signs were placed the residents were told that they would still be able to park along the south side of the street. He further stated that the signs were placed to prohibit Pembroke Elementary employees from parking along the south side of the road during the construction back in 2006. A compromise was made at the 2006 Traffic Committee meeting to post the signs but limit it to the AM arrival and PM dismissal time. He reiterated that it is a major inconvenience to residents as they have to go out and move their vehicles to avoid enforcement action from the police. Mr. Dietz also stated that there are paid crossing guards at this school.

Mr. Kilmer asked about the No Parking zone on the north side [posted No Parking due to the fire hydrants]. He supports leaving it the way it is as the majority of school sites in the city have no parking zones established limiting parking during the AM arrival and PM dismissal periods. He recognized that at other school locations, No Parking signs are not very effective without enforcement due to the large volume of traffic to and from the school sites.

Ms. Binkowski understands the resident's frustrations since parents park or stand along both sides of the road. This situation is very common at all school sites.

Mr. Petrusis asked about the current time limits on the signs [current signs restrict parking from 8:15 – 9:15 AM and 3:15 – 4:15 PM].

Sgt. Szuminski responded to the resident concerns about lack of enforcement. He explained that there are 22 schools and virtually every school has parking issues. There are not sufficient staff to patrol each school during the AM and PM hours as higher priority calls for service take precedence. Troy Police officers are not looking to issue tickets to residents but have been to this location and talked to residents. Sgt. Szuminski said that there are just too many parents dropping off/picking up students. The time is short but there is a very intense amount of traffic during these times.

Mr. Brandstetter asked about vehicles parking or standing on both sides of the road as well as the ability of buses to enter/exit the site. Mr. Eshaki stated that parents do stand or park along both sides of the road. Mr. Eshaki further stated that buses do not have an issue pulling out of the site when cars are parked on the south side of the road.

Traffic Engineering did receive two (2) emails regarding this request. Principal Susan

Crocker of Pembroke Elementary states that Witherbee is a narrow road already and vehicles parking on the south side of the road will increase congestion and decrease safety during the AM arrival and PM dismissal. She understands the residents' concerns but supports no changes to the current parking restrictions.

The second email received was from Casey Marhefka of 3467 Witherbee (east of Eton) and supported making no changes to the current parking restrictions.

RESOLUTION # 2014-04-16

Moved by Binkowski

Seconded by Petrusis

RESOLVED, that the No Parking restrictions, along the south side of Witherbee, between Graefield and Eton, be REMOVED.

YES: 4 (Binkowski, Brandstetter, Petrusis, Ziegenfelder)

NO: 2 (Halsey, Kilmer)

ABSENT: 1 (Popovic)

MOTION CARRIED

5. Request for Traffic Control – Huntsford at Finch

Raimonda Abdal of 908 Huntsford Drive requests that the existing Yield signs at the intersection of Huntsford and Finch be replaced with Stop signs on the northbound and southbound Finch approaches to Huntsford . Mr. Abdal states that motorists do not yield at the intersection creating a hazardous situation.

Mr. Abdal was in attendance at the meeting and stated that drivers are not paying attention to the existing Yield sign. Drivers do not yield the right-of-way and there have been some close calls at the intersection. He recommends that the Yield signs be changed to Stop signs. Mr. Abdal stated that traffic has increased in the past few years and more drivers are cutting through from Wattles to Crooks.

Martin Mortensen of 3698 Finch does not believe there is a significant problem at the intersection and supports no changes to the current signage. He has not seen drivers ignoring or disobeying the existing signs.

Bob Dona of 3680 Finch also does not believe there is an issue at the intersection. He acknowledged that traffic has increased but he stated that the current traffic does not warrant a Stop sign. He stated that he does see drivers stopping or yielding at the intersection to other vehicles and pedestrians.

Shirley Mortensen of 3698 Finch reiterated that there is not a problem at the intersection. She said that there is a playground near the intersection but that children are watched very

closely. She believes that the current signage is appropriate and that no changes should be made.

Mr. Ziegenfelder is in favor of changing all Yield signs to Stop signs.

Mr. Brandstetter discussed the use of Stop signs where warranted. Use of Stop signs in locations where they are not warranted breed a false sense of security for drivers and pedestrians. Unwarranted Stop signs can create a safety issue if people assume that a vehicle is going to stop.

Mr. Halsey stated that Yield signs do not require a full or complete stop if there is no opposing traffic or pedestrians.

Ms. Binkowski reiterated Mr. Brandstetter's concerns about the use of Stop signs at locations where they are not warranted.

Traffic Engineering received one (1) email from Bob Beauchamp of 880 Huntsford recommending that the Yield sign be replaced with a Stop sign. He states that he has had several close calls at the intersection and a Stop sign would be more effective in protecting neighbors who have small children.

RESOLUTION # 2014-04-17

Moved by Binkowski
Seconded by Brandstetter

RESOLVED, that NO changes be made at the intersection of Huntsford and Finch.

YES: 4 (Binkowski, Brandstetter, Halsey, Ziegenfelder)
NO: 2 (Kilmer, Petrusis)
ABSENT: 1 (Popovic)

MOTION CARRIED

6. Public Comment

Ms. Dianne Poulton of 1432 Madison Drive discussed a parking issue on Crimson near John R. A home owner parks two (2) cars very close to the intersection which creates a hazard for drivers at the intersection. Troy Police will investigate and enforce as necessary.

7. Other Business

Information on the "TroyRoadsRock" program was distributed to the members. A discussion of the plan, anticipated schedule, etc. followed.

The Amber apartment complex was discussed as it is adjacent to the City Hall complex.

The DMC site was also discussed as it is also adjacent to the City Hall complex.

The skilled nursing and rehabilitation facility, proposed on the south end of the Zion church site, was discussed.

8. Adjourn

The meeting adjourned at 8:38 p.m.

Pete Ziegenfelder, Chairperson

Bill Huotari, Deputy City Engineer/Traffic Engineer

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Fr. Maximus Habib from St. Mark Coptic Orthodox Church performed the Invocation. The Pledge of Allegiance to the Flag was given.

A. CALL TO ORDER:

A Regular Meeting of the Troy City Council was held on Monday, May 12, 2014, at City Hall, 500 W. Big Beaver Rd. Mayor Slater called the meeting to order at 7:32 PM.

B. ROLL CALL:

- a) Mayor Dane Slater
Jim Campbell
Dave Henderson
Ellen Hodorek
Ed Pennington
Doug Tietz

- b) Excuse Absent Council Members:

Resolution #2014-05-065

Moved by Dane Slater

Seconded by Jim Campbell

RESOLVED, That Troy City Council hereby **EXCUSES** the absence of Council Member Fleming at the Regular City Council Meeting of May 12, 2014, due to illness.

Yes: Slater, Campbell, Henderson, Hodorek, Pennington, Tietz

No: None

Absent: Fleming

MOTION CARRIED

C. CERTIFICATES OF RECOGNITION AND SPECIAL PRESENTATIONS:

C-1 Judge Kirsten Hartig Presented Information on an Upcoming Prescription Heroin Addiction Program on May 14, 2014

C-2 Mark Miller, Director of Economic & Community Development, Provided a Summary of the Real Estate Forum

C-3 Glenn Lapin, Economic Development Specialist, Provided an Economic Development Update

D. CARRYOVER ITEMS:

D-1 No Carryover Items

E. PUBLIC HEARINGS:

E-1 Adoption of the 2014-15 Annual City Budget and 3-Year Budget

The Mayor opened the public hearing.
 The Mayor closed the Public Hearing after receiving public comment from resident, Diane Zygmuntowicz.

Resolution #2014-05-066
 Moved by Pennington
 Seconded by Henderson

WHEREAS, Section 8.3 of the City Charter directs the City Council to adopt a budget for the ensuing year, beginning July 1, 2014; and

WHEREAS, City Council directed City Management to also produce a three-year budget;

NOW, THEREFORE, BE IT RESOLVED, That the following listed re-appropriations, operating transfers-in, and operating revenues of the General Operating Fund are anticipated:

Taxes	\$29,840,500
Licenses and Permits	2,230,350
Federal Grants	4,000
State Grants	38,000
State Shared Revenues	6,727,000
Contributions – Local	28,000
Charges for Services	7,950,000
Fines and Forfeitures	756,300
Interest and Rents	1,019,000
Other Revenue	1,096,500
Operating Transfers – In	4,203,300
Total Revenues and Transfers.....	53,892,950
Appropriation of Fund Balance	<u>5,622,968</u>

Total Revenues, Transfers and Appropriations **\$59,515,918**; and

BE IT FURTHER RESOLVED, That the tax rate for the General Operating Fund shall be six and fifty one-hundredths (6.50) mills on the 2014 taxable valuation; and

BE IT FURTHER RESOLVED, In order to meet anticipated expenditures, amounts from the following listed budgetary functions shall be appropriated from the General Operating Fund:

General Government	\$ 7,540,260
Public Safety	31,319,038
Public Works.....	6,273,600
Community Development.....	3,161,030
Recreation and Culture	6,921,990
Operating Transfers Out	<u>4,300,000</u>

Total Expenditures and Transfers \$59,515,918; and

BE IT FURTHER RESOLVED, That the following listed re-appropriations and revenues of the Capital Fund are anticipated:

Taxes.....	\$ 6,546,000
Grants.....	2,311,000
Contributions – Local.....	400,000
Charges for Services.....	454,000
Interest and Rents.....	67,200
Operating Transfer – In.....	<u>6,774,000</u>
Total Revenues and Transfers	16,552,200
Appropriation of Fund Balance	<u>3,212,700</u>

Total Revenues, Transfers and Appropriations .. \$19,764,900; and

BE IT FURTHER RESOLVED, That the tax rate for the Capital Fund shall be one and fifty-three hundredths (1.53) mills on the 2014 taxable valuation; and

BE IT FURTHER RESOLVED, In order to meet anticipated expenses, amounts from the following listed budgetary centers shall be appropriated from the Capital Fund:

Finance.....	\$ 17,000
City Buildings.....	370,000
Police.....	205,000
Fire.....	1,960,000
Streets.....	14,027,000
Public Works.....	790,000
Parks.....	410,000
Recreation.....	403,500
Nature Center.....	50,000
Library.....	788,000
Historic Village.....	248,000
Operating Transfer.....	<u>496,400</u>

Total Expenditures \$19,764,900; and

BE IT FURTHER RESOLVED, That the tax rate for the Refuse Fund shall be one and seven one-hundredths (1.07) mills on the 2014 taxable valuation; and

BE IT FURTHER RESOLVED, That the Refuse Fund shall be appropriated \$4,446,000; and

BE IT FURTHER RESOLVED, That the tax rate for the Library Fund shall be seventy one-hundredths (0.70) mills on the 2014 taxable valuation; and

BE IT FURTHER RESOLVED, That the Library Fund shall be appropriated \$3,582,200; and

BE IT FURTHER RESOLVED, That there shall be a tax levy of seventy one-hundredths (0.70) mills on the 2014 taxable valuation for the General Debt Service Fund; and

BE IT FURTHER RESOLVED, That the General Debt Service Fund shall be appropriated \$3,105,600; and

BE IT FURTHER RESOLVED, That Troy City Council hereby **APPROVES** the following budgets as shown in the 2014/15 budget document:

Major Road Fund	\$ 4,025,000
Local Road Fund	2,032,000
Drug Forfeiture Fund	182,000
Community Development Block Grant Fund.....	157,300
Proposal A Debt Fund	950,300
Proposal B Debt Fund	1,334,300
Proposal C Debt Fund	753,100
Series 2013 DDA Debt Fund	958,900
Sanctuary Lake Golf Course Fund.....	1,841,151
Sylvan Glen Golf Course Fund	1,106,219
Aquatic Center Fund.....	476,500
Sanitary Sewer Fund	14,745,131
Water Fund.....	20,248,461
Building Operations	1,051,260
Fleet Maintenance Fund	5,462,540
Information Technology	2,292,130
Unemployment Insurance Fund.....	300,000
Worker's Compensation Fund	377,000
Compensated Absences Fund	3,716,000; and

BE IT FURTHER RESOLVED, That the three-year budget (2015/16 – 2016/17) for the General Fund, Refuse Fund, Library Fund, General Debt Service Fund and Capital Operating Fund be approved based on the following revenues and expenditures:

General Fund Operating	<u>2015/16</u>	<u>2016/17</u>
Taxes	\$30,247,000	\$30,661,500
Licenses and Permits	2,210,650	2,141,850
Federal Grants.....	6,000	6,000
State Grants.....	40,000	40,000
State Shared Revenues.....	6,744,000	6,744,000
Contributions – Local	28,000	28,000
Charges for Services	7,479,500	7,519,900
Fines and Forfeitures.....	756,300	756,300
Interest and Rents	1,022,000	1,025,300
Other Revenue	1,107,700	1,119,100
Operating Transfers – In.....	<u>4,241,700</u>	<u>4,304,100</u>
Total Revenues & Transfers	<u>53,882,850</u>	<u>54,346,050</u>
Appropriation of Fund Balance	<u>4,533,444</u>	<u>1,687,932</u>
Total Revenue, Transfers and Appropriations	<u>\$58,416,294</u>	<u>\$56,033,982</u> ; and

BE IT FURTHER RESOLVED, That the tax rate for the General Operating fund shall be six and fifty one-hundredths (6.50) mills on the 2015 and 2016 taxable valuation; and

BE IT FURTHER RESOLVED, That in order to meet anticipated expenditures, amounts from the following listed budgetary centers shall be appropriated from the General Operating Fund:

	<u>2015/16</u>	<u>2016/17</u>
General Government.....	\$ 7,496,060.....	\$ 7,576,810
Public Safety	31,493,494.....	31,763,623
Public Works	6,378,700.....	6,430,800
Community Development	3,188,530.....	3,199,350
Recreation and Culture.....	7,009,510.....	7,063,399
Operating Transfers Out.....	<u>2,850,000.....</u>	<u>0</u>
Total Expenditures	<u>\$58,416,294.....</u>	<u>\$56,033,982;</u> and

BE IT FURTHER RESOLVED, That the following listed revenues and appropriation fund balance of the Capital Fund are anticipated:

	<u>2015/16</u>	<u>2016/17</u>
Taxes.....	\$ 6,639,000.....	\$ 6,731,000
Grants.....	2,348,000.....	1,350,000
Contributions - Local.....	200,000.....	200,000
Charges for Services	454,000.....	294,000
Interest and Rents	67,200.....	67,200
Operating Transfer-In	<u>4,863,000.....</u>	<u>2,235,500</u>
Total Revenues and Transfers	<u>14,571,200.....</u>	<u>10,877,700</u>
Appropriation of Fund Balance	<u>2,123,000.....</u>	<u>2,741,300</u>

Total Revenues, Transfers and Appropriations .. \$16,694,200..... \$13,619,000; and

BE IT FURTHER RESOLVED, That the tax rate for the Capital Fund shall be one and fifty-three one-hundredths (1.53) mills on the 2015 and 2016 taxable valuation; and

BE IT FURTHER RESOLVED, That in order to meet anticipated expenditures, amounts from the following listed budgetary centers shall be appropriated from the Capital Fund:

	<u>2015/16</u>	<u>2016/17</u>
Finance.....	\$ 17,000.....	\$ 17,000
City Buildings.....	235,000.....	540,000
Police.....	320,000.....	242,500
Fire	2,150,000.....	790,000
Streets	11,387,000.....	10,114,000
Public Works	612,000.....	435,000
Parks	510,000.....	420,000
Recreation	403,000.....	0
Library.....	710,000.....	760,000

Historic Village	75,000	25,000
Operating Transfer-Out.....	<u>275,200</u>	<u>275,500</u>

Total Expenditures.....\$16,694,200\$13,619,000; and

BE IT FURTHER RESOLVED, That the tax rate for the Refuse Fund shall be one and seven one-hundredths (1.07) mills on the 2015 taxable valuation and the 2016 taxable valuation; and

BE IT FURTHER RESOLVED, That the Refuse Fund shall be appropriated \$4,544,960 in 2015/16 and \$4,636,410 in 2016/17; and

BE IT FURTHER RESOLVED, That the tax rate for the Library Fund shall be seventy one-hundredths (0.70) mills on the 2015 taxable valuation; and

BE IT FURTHER RESOLVED, That the Library Fund shall be appropriated \$3,527,100 in 2015/16; and

BE IT FURTHER RESOLVED, That there shall be a tax levy of seventy one-hundredths (0.70) mills on the 2015 and sixty one-hundredths (0.60) mills on the 2016 taxable valuation for the General Debt Service Fund.

BE IT FINALLY RESOLVED, That the General Debt Service Fund shall be appropriated \$3,097,000 in 2015/16 and \$3,036,600 in 2016/17.

Yes: Campbell, Henderson, Hodorek, Pennington, Tietz, Slater

No: None

Absent: Fleming

MOTION CARRIED

F. PUBLIC COMMENT FOR ITEMS ON THE AGENDA FROM TROY RESIDENTS AND BUSINESSES:

G. CITY COUNCIL/CITY ADMINISTRATION RESPONSE/REPLY TO PUBLIC COMMENT:

H. POSTPONED ITEMS:

H-1 No Postponed Items

I. REGULAR BUSINESS:

I-1 Board and Committee Appointments: a) Mayoral Appointments – None; b) City Council Appointments – None

a) Mayoral Appointments: None

b) City Council Appointments: None

I-2 Board and Committee Nominations: a) Mayoral Nominations – Brownfield Redevelopment Authority, Planning Commission; b) City Council Nominations – Historic District Commission

a) Mayoral Nominations:

Resolution #2014-05-067
Moved by Slater
Seconded by Henderson

RESOLVED, That the Mayor of the City of Troy hereby **FORWARDS** the following nominated person(s) to serve on the Boards and Committees as indicated to the next Regular City Council Meeting for action:

Brownfield Redevelopment Authority

Appointed by Mayor
7 Regular Members
3 Year Term

Term Expires: 4/30/2017

Rosemary Kornacki

Term currently held by: Rosemary Kornacki

Term Expires: 4/30/2017

Robert Swartz

Term currently held by: Robert Swartz

Yes: Henderson, Hodorek, Pennington, Tietz, Slater, Campbell
No: None
Absent: Fleming

MOTION CARRIED

Resolution #2014-05-068
Moved by Slater
Seconded by Campbell

RESOLVED, That the Mayor of the City of Troy hereby **FORWARDS** the following nominated person(s) to serve on the Boards and Committees as indicated to the next Regular City Council Meeting for action:

Planning Commission

Appointed by Mayor
9 Regular Members
3 Year Term

Nominations to the Planning Commission:

Term Expires: 12/31/2014**Karen Crusse**

Term currently held by: VACANT - Robert Schultz resigned
3/25/2014.

Yes: Hodorek, Pennington, Tietz, Slater, Campbell, Henderson
No: None
Absent: Fleming

MOTION CARRIED**b) City Council Nominations: Historic District Commission**

City Council took no action on this Item.

I-3 No Request for Closed Session**I-4 Troy Family Daze (Introduced by: Kurt Bovensiep, Superintendent of Parks, Streets and Drains)**

City Council took no action on this Item. A Study Session will be scheduled at a future date to discuss this Item.

I-5 Oakland County One Stop Ready Communities (Introduced by: Glenn Lapin, Economic Development Specialist)

Resolution #2014-05-069
Moved by Hodorek
Seconded by Henderson

WHEREAS, Oakland County Executive L. Brooks Patterson established the One Stop Ready pilot program in January of 2012 to help local communities assess their strengths as an economic asset, follow their vision for the future, and empower leadership and staff to take action in order to be ready for economic and community development opportunities; and

WHEREAS, The One Stop Ready program is a community focused economic development program built on self-evaluation, information sharing and outstanding customer service; and

WHEREAS, The City of Troy commits to work together with county staff to respond quickly and efficiently to economic development opportunities that strengthen the tax base and improve the quality of life for residents, businesses and governments; and

WHEREAS, The county is encouraging communities to participate in the One Stop Ready program to collaborate with the county and fellow communities for the purpose of improving economic development readiness; and

WHEREAS, The City of Troy wishes to join the One Stop Ready program, will have appropriate elected and appointed officials, and appropriate staff members sign a participation poster, and

will designate the City Manager or his/her designee to be the local liaison to the One Stop Ready program;

THEREFORE, BE IT RESOLVED, That Troy City Council hereby **ACCEPTS** the joining of the Oakland County One Stop Ready program.

Yes: Pennington, Tietz, Slater, Campbell, Henderson, Hodorek
No: None
Absent: Fleming

MOTION CARRIED

I-6 Approval of the Brownfield Redevelopment Authority (BRA) Proposed Fiscal Year 2014/15 Budget (Introduced by: Glenn Lapin, Economic Development Specialist)

Resolution #2014-05-070
Moved by Henderson
Seconded by Pennington

WHEREAS, The Troy Brownfield Redevelopment Authority has adopted and recommends that City Council approve its proposed fiscal year 2014/15 budget;

THEREFORE, BE IT RESOLVED, That Troy City Council hereby **APPROVES** the Troy Brownfield Redevelopment Authority's annual budget for fiscal year July 1, 2014 through June 30, 2015, and proposed three-year budget (2015/16 – 2016/17).

Yes: Tietz, Slater, Campbell, Henderson, Hodorek, Pennington
No: None
Absent: Fleming

MOTION CARRIED

I-7 Approval of the Local Development Finance Authority (LDFA) Proposed Fiscal Year 2014/15 Budget (Introduced by: Glenn Lapin, Economic Development Specialist)

Resolution #2014-05-071
Moved by Campbell
Seconded by Henderson

WHEREAS, The Joint Local Development Finance Authority Troy Subcommittee has adopted and recommends that City Council approve its proposed fiscal year 2014/15 budget;

THEREFORE, BE IT RESOLVED, That Troy City Council hereby **APPROVES** the Joint Local Development Finance Authority Troy Subcommittee annual budget for fiscal year July 1, 2014 through June 30, 2015, and proposed three-year budget (2015/16 – 2016/17).

Yes: Slater, Campbell, Henderson, Hodorek, Pennington, Tietz

No: None
Absent: Fleming

MOTION CARRIED

I-8 Approval of the Troy Downtown Development Authority (TDDA) Proposed Fiscal Year 2014/15 Budget (Introduced by: Mark F. Miller, Director of Economic & Community Development)

Resolution #2014-05-072
Moved by Campbell
Seconded by Pennington

WHEREAS, The Troy Downtown Development Authority has adopted and recommends that City Council approve its proposed fiscal year 2014/15 budget;

THEREFORE, BE IT RESOLVED, That Troy City Council hereby **APPROVES** the Troy Downtown Development Authority's annual budget for fiscal year July 1, 2014 through June 30, 2015, and proposed three-year budget (2015/16 – 2016/17).

Yes: Campbell, Henderson, Hodorek, Pennington, Tietz, Slater
No: None
Absent: Fleming

MOTION CARRIED

I-9 2013/14 Budget Amendment No. 3 – Year-End Budget Adjustments (Introduced by: Thomas Darling, Director of Financial Services)

Resolution #2014-05-073
Moved by Henderson
Seconded by Hodorek

RESOLVED, That Troy City Council hereby **APPROVES** 2013-14 Budget Amendment No. 3 as submitted, a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

Yes: Henderson, Hodorek, Pennington, Tietz, Slater, Campbell
No: None
Absent: Fleming

MOTION CARRIED

I-10 Request for Amendment to the Oakland County Solid Waste Plan – Rizzo Environmental Services (Introduced by: Tim Richnak, Department of Public Works Director)

City Council took no action on this Item.

I-11 Request to Set Dates for Closed Sessions - City Manager and City Attorney Evaluations

Resolution #2014-05-074
Moved by Slater
Seconded by Pennington

RESOLVED, That Troy City Council **SHALL MEET** in Closed Session on May 19, 2014, pursuant to MCL 15. 268 (a) and (h) (MCL 15.243 (g)) for the evaluation of the City Manager.

RESOLVED, That Troy City Council **SHALL MEET** in Closed Session on June 2, 2014, pursuant to MCL 15. 268 (a) and (h) (MCL 15.243 (g)) for the evaluation of the City Attorney.

Yes: Pennington, Tietz, Slater, Campbell, Henderson, Hodorek
No: None
Absent: Fleming

MOTION CARRIED**J. CONSENT AGENDA:**

J-1a Approval of "J" Items NOT Removed for Discussion

Resolution #2014-05-075
Moved by Slater
Seconded by Campbell

RESOLVED, That Troy City Council hereby **APPROVES** all items on the Consent Agenda as presented with the exception of Item(s) J-4d and J-8, which shall be **CONSIDERED** after Consent Agenda (J) items, as printed.

Yes: Slater, Campbell, Henderson, Hodorek, Pennington, Tietz
No: None
Absent: Fleming

MOTION CARRIED

J-1b Address of "J" Items Removed for Discussion by City Council

J-2 Approval of City Council Minutes

Resolution #2014-05-075-J-2

RESOLVED, That Troy City Council hereby **APPROVES** the following Minutes as submitted:

- a) City Council Meeting Minutes-Draft – April 14, 2014
- b) City Council Special Budget Study Session Minutes-Draft – April 21, 2014
- c) City Council Special Budget Study Session Minutes-Draft – April 23, 2014

J-3 Proposed City of Troy Proclamations: None

J-4 Standard Purchasing Resolutions:**a) Standard Purchasing Resolution 2: Low Bidder Meeting Specifications – Parking Lot Maintenance Program – Boulan Park**

Resolution #2014-05-075-J-4a

RESOLVED, That Troy City Council hereby **APPROVES** a contract to complete an asphalt overlay to Boulan Park's entrance drive and west parking lot to the low bidder meeting specifications, *Asphalt Specialties, Inc. of Pontiac Michigan*, for an estimated total cost of \$146,707.75, not to exceed budgetary limitations, at the unit prices contained in the bid tabulation opened April 17, 2014; a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

BE IT FURTHER RESOLVED, That the award is **CONTINGENT** upon contractor's submission of properly executed contract documents, including insurance certificates and all other specified requirements.

b) Standard Purchasing Resolution 1: Low Bidder Meeting Specifications – New Emergency Response Kits for the Police Department

Resolution #2014-05-075-J-4b

RESOLVED, That Troy City Council hereby **AWARDS** a contract to provide new Emergency Response Kits for the Police Department to the low bidder meeting specifications, *Protective Solutions, Inc., of Milford, MI*, for an estimated total cost of \$19,249.60 at unit prices contained in the bid tabulation opened May 1, 2014; a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

BE IT FURTHER RESOLVED, That the awards are **CONTINGENT** upon the company's submission of properly executed bid and contract documents, including insurance certificates and all other specified requirements.

c) Standard Purchasing Resolution 9: Approval to Expend Funds for Membership Dues and Renewals Over \$10,000 - Michigan Municipal League

Resolution #2014-05-075-J-4c

RESOLVED, Payment is **AUTHORIZED** for annual membership dues to the Michigan Municipal League, for the time period of May 1, 2014 through April 30, 2015, in the amount of \$11,886.

J-5 Private Agreement – Contract for Installation of Municipal Improvements – Faith Lutheran Church – Project No. 13.915.3

Resolution #2014-05-075-J-5

RESOLVED, That the Contract for the Installation of Municipal Improvements (Private Agreement) between the City of Troy and Faith Lutheran Church is hereby **APPROVED** for the installation of a public sidewalk and detention pond, and the Mayor and City Clerk are **AUTHORIZED** to **EXECUTE** the documents; a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

J-6 Request for Recognition as a Nonprofit Organization from Fast-D Hoops, Inc.

This Item was removed per City Administration's request.

J-7 Authorization to Request Reimbursement – Oakland County West Nile Virus Fund

Resolution #2014-05-075-J-7

RESOLVED, That the City Council for the City of Troy, Oakland County, Michigan, hereby **AUTHORIZES** the City of Troy's Parks, Streets, and Drains Divisions, to seek reimbursement for an amount not-to-exceed \$11,418.06, from Oakland County's West Nile Virus Fund for the expenditures incurred while instituting proactive public health measures used to reduce the population of mosquitoes in the environment.

J-9 Amendment #3 – Preliminary Engineering Agreement with Orchard, Hiltz & McCliment for Engineering Services for Segment No. 1 – John R, Long Lake to Square Lake – Project No. 02.203.5

Resolution #2014-05-075-J-9

RESOLVED, That the Third Amendment to Preliminary Engineering Agreement No. 02-5178/S1, between the City of Troy and Orchard, Hiltz & McCliment, Inc. (OHM) to update the Environmental Assessment for the reconstruction of John R, between Long Lake and Square Lake is hereby **APPROVED** at an estimated cost to the City of Troy not-to-exceed \$29,095.57, and the Mayor and City Clerk are **AUTHORIZED** to **EXECUTE** the amendment, a copy of which shall be **ATTACHED** to the original Minutes of the meeting.

J-10 Amendment #3 – Preliminary Engineering Agreement with Orchard, Hiltz & McCliment for Engineering Services for Segment No. 2 – John R, Square Lake to South Boulevard – Project No. 02.204.5

Resolution #2014-05-075-J-10

RESOLVED, That the Third Amendment to Preliminary Engineering Agreement No. 02-5179/S1, between the City of Troy and Orchard, Hiltz & McCliment, Inc. (OHM) to update the Environmental Assessment for the reconstruction of John R, between Square Lake and South Boulevard is hereby **APPROVED** at an estimated cost to the City of Troy not-to-exceed \$35,561.25, and the Mayor and City Clerk are **AUTHORIZED** to **EXECUTE** the amendment, a copy of which shall be **ATTACHED** to the original Minutes of the meeting.

J-11 Assessment of Delinquent Accounts

Resolution #2014-05-075-J-11

WHEREAS, Section 1.167 of Chapter 5 and Section 6 of Chapter 20 of the Ordinance Code of the City of Troy require that delinquent payments and invoices, as of April 1st of each year, shall be reported and the City Council shall certify the same to the City Assessor who shall assess the same on the next annual City Tax Roll, to be collected as provided for collection of City Taxes; and

WHEREAS, Section 10.8 of the Troy City Charter provides for the collection of delinquent invoices through property tax collection procedures; and

WHEREAS, A list of individual properties is on file in the Office of the Treasurer and comprises a summation of totals as follows:

General Fund Invoices	
Including Penalties	\$ 47,285.37
Special Assessments	
Including Penalties & Interest	578.76
Water & Sewer Accounts	
Including Penalties	872,392.57
Total	\$ 920,256.70

NOW, THEREFORE, BE IT RESOLVED, That the City Assessor is hereby **AUTHORIZED** to assess these delinquent accounts on the annual City Tax Roll.

J-12 Private Agreement – Contract for Installation of Municipal Improvements – Cedar Pines Woods Site Condominiums – Project No. 13.919.3

Resolution #2014-05-075-J-12

RESOLVED, That the Contract for the Installation of Municipal Improvements (Private Agreement) between the City of Troy and Trowbridge Homes Construction LLC, is hereby **APPROVED** for the installation of sanitary sewer, storm sewer, water main, paving, sidewalks, soil erosion and landscaping on the site and in the adjacent right of way, and the Mayor and City Clerk are **AUTHORIZED** to **EXECUTE** the documents, a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

J-4 Standard Purchasing Resolutions:**d) Standard Purchasing Resolution 2: Low Bidder Meeting Specifications – Fire Station Brick Repair**

Resolution #2014-05-076
 Moved by Slater
 Seconded by Henderson

RESOLVED, That Troy City Council hereby **APPROVES** a contract to furnish all equipment, material and labor for brick repair at the City of Troy Fire Stations except Fire Station 4; and the Police and Fire Training Center as specified; for an estimated total cost of \$14,000.00; and, if necessary, to complete unforeseen damage if a problem area were to be exposed and identified, at the low bid hourly rate of \$48.50 per hour not to exceed budgetary limitations; to *Arisco Contracting Group, Inc. of Clinton Township, MI*, at prices contained in the bid tabulation opened March 30, 2014; a copy which shall be **ATTACHED** to the original Minutes of this meeting.

BE IT FURTHER RESOLVED, That the award is **CONTINGENT** upon contractor's submission of properly executed contract documents, including insurance certificates and all other specified requirements.

Yes: Campbell, Henderson, Hodorek, Pennington, Tietz, Slater
No: None
Absent: Fleming

MOTION CARRIED

J-8 Traffic Committee Recommendations and Minutes – April 16, 2014

Resolution #2014-05-077
Moved by Slater
Seconded by Henderson

Item # 3 Request for Traffic Control – Ogden at Keats

RESOLVED, That the intersection of Ogden and Keats be **MODIFIED** from NO Traffic Control to a STOP sign on the Keats southbound approach to Ogden.

Item # 5 Request for Traffic Control – Huntsford at Finch

RESOLVED, That **NO CHANGES BE MADE** at the intersection of Huntsford and Finch.

Yes: Henderson, Hodorek, Pennington, Tietz, Slater, Campbell
No: None
Absent: Fleming

MOTION CARRIED

K. MEMORANDUMS AND FUTURE COUNCIL AGENDA ITEMS:

K-1 Announcement of Public Hearings: None Submitted

K-2 Memorandums (Items submitted to City Council that may require consideration at some future point in time): None Submitted

- a) Film and Video Ordinance Amendment

L. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA FROM TROY RESIDENTS AND BUSINESSES:

James Savage	Spoke about goal of improving lines of communication with Troy schools and about an upcoming proposed rezoning.
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M. COUNCIL REFERRALS:

Items Advanced to the City Manager by Individual City Council Members for Placement on the Agenda

M-1 No Council Referrals Advanced**N. COUNCIL COMMENTS:****N-1 No Council Comments Advanced**

Council Member Henderson mentioned that when he spoke with Council Member Fleming earlier that day, Council Member Fleming indicated that he was in support of the budget.

Mayor Slater affirmed Council Member Henderson's statement.

Mayor Slater congratulated Sam Lamerato for being inducted into the Public Fleet "Hall of Fame".

O. REPORTS:**O-1 Minutes – Boards and Committees:**

- a) Zoning Board of Appeals-Final – February 18, 2014
- b) Traffic Committee-Final – March 19, 2014
- c) Planning Commission Special/Study-Draft – March 25, 2014
- d) Planning Commission Special/Study-Final – March 25, 2014
- e) Planning Commission-Draft – April 8, 2014
- f) Planning Commission-Final – April 8, 2014

Noted and Filed

O-2 Department Reports:

- a) 2014 Assessment Roll and Board of Review Report
- b) 2014 Year-To-Date Calls for Police Service
- c) Building Department Activity Report – April, 2014

Noted and Filed

O-3 Letters of Appreciation:

- a) To Mitch Grusnick From Barbara Milbauer Regarding Assistance with a Utility Issue
 - b) To Chief Nelson From Philip and Shirley Grocki Regarding Fire Station 3 Tour
 - c) To Chief Mayer From Chief Corrigan O'Donohue – Royal Oak Police Department Regarding Assistance with a Case
 - d) To Library Director Cathleen Russ From Susan Hicks Regarding Ace That Job Interview Program
 - e) To Chief Mayer From Philip and Shirley Grocki Regarding Winter 2014 Troy Citizens Police Academy and Troy Police Department Tour
- Noted and Filed

O-4 Proposed Proclamations/Resolutions from Other Organizations: None Submitted

O-5 SEMCOG Report – Residential Construction in Southeast Michigan, 2013

Noted and Filed

P. COMMENTS ON ITEMS ON OR NOT ON THE AGENDA FROM MEMBERS OF THE PUBLIC OUTSIDE OF TROY (NOT RESIDENTS OF TROY AND NOT FROM TROY BUSINESSES):

Q. STUDY ITEMS:

Q-1 No Study Items

R. CLOSED SESSION:

R-1 No Closed Session

S. ADJOURNMENT:

The Meeting **ADJOURNED** at 8:44 PM.

Mayor Dane Slater

M. Aileen Bittner, CMC
City Clerk



CITY COUNCIL AGENDA ITEM

Date: May 13, 2014

To: Brian Kischnick, City Manager

From: Thomas Darling, Financial Services Director
 MaryBeth Murz, Purchasing Manager
 Steven Pallotta, Building Operations Director

Subject: Standard Purchasing Resolution 2: Award to Lowest Bidder Meeting Specifications – Custodial Supplies

History

- The Building Operations Department orders custodial supplies on an as needed basis for City of Troy building locations.
- The City currently is under contract with Empire Equipment & Supply Co.
- The current contract expires June 30, 2014.

Purchasing

On May 8, 2014, a bid opening was conducted as required by City Charter and Code for Custodial Supplies. The bid was posted on the Michigan Inter-governmental Trade Network (MITN) website; www.mitn.info and was sent to the Troy Chamber of Commerce. Below is a detailed summary of potential vendors for both bid opportunities:

Companies notified via MITN	103
Troy Companies notified via MITN	3
Troy Companies notified Active email Notification	2
Troy Companies notified Active Free	1
Companies that viewed the bid	44
Troy Companies that viewed the bid	1

MITN provides a resourceful online platform to streamline the procurement process, reduce costs, and make it easier and more transparent for vendors to do business with the City of Troy.

Active MITN members with a current membership and paying annual dues receive automatic electronic notification which allows instant access to Bids, RFPS and Quote opportunities with the City.

Active MITN non-paying members are responsible to monitor and check the MITN website for opportunities to do business with the City.

Inactive MITN member status can occur when a company does not renew their account upon expiration. Inactive members cannot be notified of solicitations or access any bid information.

Nine (9) bid proposals were received. Note, that five (5) of the nine (9) companies submitted a complete bid response by bidding every line item. Empire Equipment & Supply Co. of Detroit, MI was low bidder meeting specifications and responding to all line items. Empire Equipment & Supply Co. is the current Custodial Supply Company for the City and successfully performs all aspects of the current contract.

Financial

Funds are available through various operating budgets for custodial supplies.

Recommendation

City management recommends awarding a contract for one-year requirements of Custodial Supplies with an option to renew for two (2) additional years to the low bidder meeting specifications, Empire Equipment & Supply of Detroit, MI, for an estimated cost of \$29,681.70, at the unit prices contained in the bid tabulation opened May 8, 2014.

G:\Bid Award 14-15\Award Standard Purchasing Resolution 2 Custodial Supplies ITB-COT 14-16.doc

VENDOR NAME:

ITEM	EST QTY (CS)	NUMBER PER CASE	DESCRIPTION	Empire Equipment & Supply	SupplyDen	Kellermeyer	OfficeMax	Colman Wolf
				MANUF/BRAND CASE PRICE	MANUF/BRAND CASE PRICE	MANUF/BRAND CASE PRICE	MANUF/BRAND CASE PRICE	MANUF/BRAND CASE PRICE
				Detroit, MI	Rochester Hills, MI	Bowling Green, OH	Naperville, IL	Detroit, MI
1.	400	96 rolls	2 Ply Toilet Tissue, 4.5" W X 3"-3.5" Diam.	\$30.57	\$33.75	\$32.77	\$43.95	\$37.59
2.	600	4,000 ea	Unbleached Multi-fold Brown Towels, 9.25"x9.5"	\$15.38	\$14.00	\$14.97	\$18.38	\$25.37
3.	30	4 Gal/cs	Antiseptic Liquid Hand Soap	\$19.64	\$40.93	\$34.34	\$27.53	\$33.30
4.	20	4 Gal/cs	Pink Lotion Hand Soap	\$19.64	\$25.57	\$15.41	\$20.25	\$26.83
5.	50	6 Gal/cs	Liquid Bleach Sunbrite Household Bleach	\$8.86	\$6.45	\$13.20	\$14.34	\$11.70
6.	180	6 rolls/cs	Hardwound Natural Roll Towels 8" x 800'	\$16.00	\$16.15	\$17.83	\$23.38	\$21.65
7.	20	250/pkg 20/cs	C-Seat Covers 18 x 15 KCP 39000 1- Ply White	\$38.20	\$37.50	\$40.75	\$32.83	\$33.54
8.	40	12 cans/cs	Mist Air Freshener Can Dim 5 1/2" with nozzle	\$38.45	\$30.14	\$37.54	\$46.00	\$66.45
9.	10	250/cs	Wax C-bags/sanitary napkin disp 9500028	\$16.00	\$17.00	\$16.45	\$17.20	\$13.83
10.	20	50#/bx	Clothesline Fresh Laundry Detergent	\$24.76	\$38.13	\$45.14	\$46.15	\$41.85
11.	25	12 rolls/cs	Scott 2-ply coreless Bathroom Tissue (Parks)	\$38.54	\$57.27	\$38.66	\$50.82	\$32.93
ESTIMATED GRAND TOTAL FOR ALL ITEMS:				\$29,681.70	\$31,188.75	\$31,648.20	\$39,626.40	\$41,402.95
PERCENT OFF CATALOG DISCOUNT:				20%	40%	20%	30% Minimum	20%
DELIVERY: Minimum shipment: (\$ Amount or Case Qty)				\$300.00	\$250.00	\$350.00	None	\$250.00
CONTACT INFO: Hrs of Operations				8:00am-5:00pm	7:30am-5:30pm	8:00am-5:00pm	6:00am-9:00pm CST	8:00am-5:00pm
24 Hr Phone #				248-470-7213	248-755-3324	800-445-7415	248-631-9308	313-496-3500
Fax #				313-366-0706	248-299-9410	419-255-3022	1.877.969.1629	313-344-9044
DESCRIPTIVE LITERATURE: Attached Y or N				N	N	Y	Y	Y
INSURANCE: Can meet Cannot meet				X	X	X	X	X
PAYMENT TERMS:				Net 30	Net 30	Net 30	Net 30 on a daily invoice. Net 10 on a summary bill	NET 30
				Manufacturers	Product Guaranteed	N/A	30 day return policy for any reason. Applicable manufacturer warranty will be passed on to City of Troy. For private brand products OfficeMax will honor applicable warranty.	Blank
WARRANTY:						See attached spec pages. Delivery days Monday & Wednesday.		
EXCEPTIONS:				No exceptions	None			Blank
ALL OR NONE AWARD - Box <input checked="" type="checkbox"/>				N	N	N	N	N
ACKNOWLEDGEMENT: Signed				Y	Y	Y	Y	Y
REFERENCES				Y	Y	Y	Y	Y
P-CARDS ACCEPTED:				Y	If paid within 3-5 days	Y	Yes at time of purchase only.	

PROPOSAL: One (1) Year Requirements of Custodial Supplies with an option to renew for two (2) additional years.

HIGHLIGHTED AREA DENOTES LOW TOTAL BIDDER

ATTEST:
 Enna Bachelor
 Sue Riesterer
 Laura Campbell

MaryBeth Murz,
 Purchasing Manager

VENDOR NAME:

VENDOR NAME:				Apac Paper & Packaging Allen Park, MI	Sun Valley Foods Detroit, MI	Hercules & Hercules Detroit, MI	Pyramid School Products Tampa, FL
ITEM	EST QTY (CS)	NUMBER PER CASE	DESCRIPTION	MANUF/BRAND CASE PRICE	MANUF/BRAND CASE PRICE	MANUF/BRAND CASE PRICE	MANUF/BRAND CASE PRICE
1.	400	96 rolls	2 Ply Toilet Tissue, 4.5" W X 3"-3.5" Diam.	\$30.76	\$27.36		
2.	600	4,000 ea	Unbleached Multi-fold Brown Towels, 9.25"x9.5"	\$13.53	\$14.42		
3.	30	4 Gal/cs	Antiseptic Liquid Hand Soap	\$39.63			\$27.98
4.	20	4 Gal/cs	Pink Lotion Hand Soap	\$17.29		\$18.42	
5.	50	6 Gal/cs	Liquid Bleach Sunbrite Houshold Bleach		\$10.43	\$10.26	
6.	180	6 rolls/cs	Hardwound Natural Roll Towels 8" x 800'	\$16.30	\$17.30		
7.	20	250/pkg 20/cs	C-Seat Covers 18 x 15 KCP 39000 1- Ply White	\$30.82		\$55.53	\$28.79
8.	40	12 cans/cs	Mist Air Freshener Can Dim 5 1/2" with nozzle			\$38.40	\$30.98
9.	10	250/cs	Wax C-bags/sanitary napkin disp 9500028	\$12.39		\$19.15	\$10.99
10.	20	50#/bx	Clothesline Fresh Laundry Detergent	\$37.30			
11.	25	12 rolls/cs	Scott 2-ply coreless Bathroom Tissue (Parks)	\$33.60		\$61.31	
ESTIMATED GRAND TOTAL FOR ALL ITEMS				\$27,217.00	\$23,231.50	\$5,252.25	\$2,764.30
PERCENT OFF CATALOG DISCOUNT:				N/A		10%	20%
DELIVERY:	Minimum shipment: (\$ Amount or Case Qty)			\$200.00	Blank	\$200.00	\$50.00
CONTACT INFO:	Hrs of Operations 24 Hr Phone # Fax #			8:00am-5:00pm 313-982-6400 313-982-9900	8:00am-5:00pm 313.729.5590 313.865.6364	8:00am-4:00pm 313.933.6669 313.933.1801	M-F 800.792.2644 813.621.7688
DESCRIPTIVE LITERATURE:	Attached Y or N			Y	N	Y	Y
INSURANCE:	Can meet Cannot meet			X	Y	X	X
PAYMENT TERMS:				NET 30	1/2 Ten NET 30	NET 30	NET 30
WARRANTY:				Mfg Warranty Applies	Blank	Blank	Standard Mfg Warranty
EXCEPTIONS:				Samples upon request. Substitutions marked on bid.	Minimum 50 cases. Pricing firm through 05/31/2015. Thereafter no more than a 5% increase	Blank	Blank
ALL OR NONE AWARD - Box <input checked="" type="checkbox"/> Y or N				N	N	N	N
ACKNOWLEDGEMENT: Signed Y or N				Y	Y	Y	Y
REFERENCES				Y	Y	Y	Y
P-CARDS ACCEPTED: Y or N				N	Blank	Y	Blank



CITY COUNCIL AGENDA ITEM

Date: May 15, 2014

To: Brian Kischnick, City Manager

From: MaryBeth Murz, Purchasing Manager
 Timothy L. Richnak, Public Works Director
 Kurt Bovensiep, Superintendent Parks, Streets and Drains

Subject: Standard Purchasing Resolution 2 - Low Bidder Meeting Specifications – Parking Lot Maintenance Program- Department of Public Works Lot

History

The Department of Public Works is responsible for the maintenance and repair for all municipal parking lots. Asphalt parking lots that receive an asphalt overlay have a general deterioration schedule of 7-15 years. The Department of Public Works schedules maintenance based on actual deterioration and requests Capital Funds accordingly. The Department of Public Works front employee and visitor parking lot has deteriorated and requires an asphalt overlay and new parking lot stripping.

Purchasing

On May 15, 2014, a bid opening was conducted as required by City Charter and Code for the Parking Lot Maintenance Program-Department of Public Works location. The bid was posted on the Michigan Inter-governmental Trade Network (MITN) website; www.mitn.info and the bid was also sent to the Troy Chamber of Commerce. Two (2) bid responses were received. Below is a detailed summary of potential vendors for both bid opportunities:

Companies notified via MITN	215
Troy Companies notified via MITN	1
Troy Companies notified Active email Notification	1
Troy Companies notified Active Free	0
Companies that viewed the bid	29
Troy Companies that viewed the bid	1

***MITN** provides a resourceful online platform to streamline the procurement process, reduce costs, and make it easier and more transparent for vendors to do business with the City of Troy.*

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Inactive MITN member status can occur when a company does not renew their account upon expiration. Inactive members cannot be notified of

After reviewing the bid responses, Asphalt Specialties, Inc. of Pontiac Michigan was the low bidder meeting specifications and is being recommended for the asphalt overlay and parking lot stripping at the front employee and visitor Department of Public Works parking lot.

Financial

Funds are available in the Department of Public Works Capital Budget.

Recommendation

City management recommends awarding a contract to complete an asphalt overlay to the front employee and visitor parking lot at the Department of Public Works, for an estimated total cost of \$19,465.00 and not to exceed budgetary limitations to Asphalt Specialties, Inc. of Pontiac Michigan at prices contained in the bid tabulation opened May 15, 2014. The awards are contingent upon the contractors' submission of properly executed bid documents including insurance certificates, and all other specified requirements.

Opening Date -- 05/15/14
 Date Reviewed -- 05/15/14

CITY OF TROY
 BID TABULATION
 PARKING LOT MAINTENANCE PROGRAM

VENDOR NAME:

Asphalt Specialists	Flynn Paving
Pontiac, MI	Royal Oak, MI
#725219	#761920
\$3,500.00	\$3,500.00

Ck#
 Ck Amount

PROPOSAL: TO COMPLETE THE CITY OF TROY PARKING LOT MAINTENANCE PROGRAM IN ACCORDANCE TO THE SPECIFICATIONS.

PROPOSAL A: 4693 Rochester ROAD - DPW PARKING LOT:

Item	Description	Est. Qty	Unit Price	Extension	Unit Price	Extension
1	Asphalt Removal	1,620 sq.yd	\$ 4.25	\$ 6,885.00	\$ 5.85	\$ 9,477.00
2	HMA, 13A, 1.5 inch	140 Ton	\$ 85.00	\$ 11,900.00	\$ 103.41	\$ 14,477.40
3	Pavt. Mrkg, Waterborne, 4 Inch, Yellow	470 LF	\$ 1.00	\$ 470.00	\$ 0.80	\$ 376.00
4	Pavt. Mrkg, Waterborne, 4 Inch, Blue	120 LF	\$ 1.00	\$ 120.00	\$ 0.95	\$ 114.00
5	Pavt. Mrkg, Waterborne, Blue, Acc. Symbol	2 each	\$ 45.00	\$ 90.00	\$ 20.00	\$ 40.00
	Turf Restoration	Included	\$ -		\$ -	
	Traffic Maintenance Control	Included	\$ -		\$ -	
PROPOSAL A ESTIMATED GRAND TOTAL:				\$19,465.00		\$24,484.40

24-HOUR CONTACT PHONE NUMBER		248.804.7974	248.867.0198
HOURS OF OPERATION		8:00AM-5:00PM	12
PROGRESS PAYMENTS:		Per Contract	30 Days After Completion
SITE INSPECTION: Visited Site	Y or N	Y	Y
Date visited		5/12/2014	5/19/2014
REFERENCES:	Y or N	Y	Y
COMPLETION DATE: Can Meet	Y or N	Y	Y
INSURANCE: Can Meet		X	X
Cannot Meet			
SIGNATURE PAGE:	Y or N	Y	Y
PAYMENT TERMS:		Per Project Manual	30 Days
WARRANTY:		Per Project Manual	1 Year
EXCEPTIONS:		None	Blank
VENDOR QUESTIONNAIRE:	Y or N	Y	Y
FORMS COMPLETED: (5 Forms)	Y or N	Y	Y

DENOTES LOW BIDDER MEETING SPECIFICATIONS

ATTEST:

Susan Riesterer
 Kurt Bovenseip
 Enna Bachelor

MaryBeth Murz,
 Purchasing Manager



CITY COUNCIL AGENDA ITEM

Date: May 9, 2014

To: Brian Kischnick, City Manager

From: MaryBeth Murz, Purchasing Manager
 Loraine Campbell, Museum Executive Director
 Steven Pallotta, Building Operations Director
 Mark Miller, Director of Economic & Community Development

Subject: Standard Purchasing Resolution 2: Sole Bidder Meeting Specifications – Boiler Replacement for the Troy Historic Village

History

- A used boiler was installed in the main building at the Troy Historic Village in 1969 and currently supplies heat through the original 1927 steam radiators. The state boiler inspector has recommended that the existing old boiler be replaced.
- Mechanical Electrical Engineering Consultants (MEEC) recommended and designed a new, zoned, high efficiency hot water heating system that will reduce heating costs and improve environmental conditions in the public and collections storage areas in the building.
- Five original steam radiators installed on the terrazzo floors in the foyer will be refitted to work on hot water. This will eliminate damage to the floor, retain the historic look and feel of the building, and will not reduce the efficiency of the new system.

Purchasing

- On April 24, 2014; a bid opening was conducted as required by City Charter/Code and bids were received at the City's request from Companies that are able to furnish all labor, materials and equipment to complete the Troy Historic Village Boiler Replacement.
- Companies were notified via the Michigan Intergovernmental Trade Network (MITN); www.mitn.info. 94 vendors were notified via the MITN website. One (1) bid response was received. Below is a detailed summary of the vendor responses.

Companies notified via MITN	94
Troy Companies notified via MITN	2
Troy Companies notified Active email Notification	2
Troy Companies notified Active Free	0
Companies that viewed the bid	43
Troy Companies that viewed the bid	1

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CITY COUNCIL AGENDA ITEM

Purchasing (continued)

- Included in the bid process was a mandatory pre-bid meeting. Eleven (11) Companies attended the pre-bid meeting.
- Denny's Heating, Cooling and Refrigeration Services, Inc. of Troy, MI was the sole bidder meeting specifications and is being recommended for the replacement and installation of the Boiler at the Historic Village.
- Note, that even though 94 companies were notified of this bid opportunity and eleven (11) companies attended the mandatory pre-bid meeting; one (1) bid was received.
- Companies that attended the mandatory pre-bid were asked why their company did not respond to the bid opportunity. Companies not responding to this bid cited concerns related to the historic nature of the building and the additional complexity of a boiler install in a building of such historic nature.

Financial

Funds for the boiler replacement are available through the FY2014/15 Capital Improvements Program (804804 7975) and all work will be completed during FY2014/15.

Recommendation

City management recommends awarding a contract to complete a Boiler Replacement at the Troy Historical Village for an estimated total cost of \$98,800.00 not to exceed budgetary limitations to the sole bidder, Denny's Heating and Cooling and Refrigeration Service, Inc. of Troy, MI at unit prices contained in the bid tabulation opened April 24, 2014. The award is contingent upon the contractors' submission of properly executed bid documents including insurance certificates, and all other specified requirements.

	Denny's Heating and Cooling & Refrigeration Svc. Inc.	
	Troy, Mi	
Ck#	23127052	
Ck. Amount	\$3,000.00	

PROPOSAL: To furnish all labor, materials and equipment to complete the Troy Historic Village Boiler Replacement in accordance with all bid specifications, drawings and contract documents, within the time set forth.

TOTAL BID PRICE OF:	\$98,800.00	
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MANDATORY SITE INSPECTION:			
Attended the Mandatory Pre-Bid Meeting:		xx	
Did not attend the Mandatory Pre-Bid Meeting:			
CONTACT INFORMATION:			
Hours of Operation		7:00 a.m.- 4:30 p.m.	
24HR Phone #		248-767-0525	
Contact Name		Chris Thompson	
PROGRESS PAYMENTS:			
		10%,50%, Net on Completion	
INSURANCE:			
Can Meet		Yes	
Cannot Meet			
COMPLETION DATE:			
Can meet		xx	
Cannot meet			
EXCEPTIONS:			
		None	
ACKNOWLEDGEMENT SIGNED: Y OR N			
		Yes	
VENDOR QUESTIONAIRRE: Y OR N			
		Yes	
REFERENCES: Y OR N			
		Yes	
FORMS COMPLETED:			
Legal Status of Bidder:	Y or N	Yes	
Non-Collusion Affidavit:	Y or N	Yes	
Certification regarding Debarment:	Y or N	Yes	
"Iran- Linked" Business	Y or N	Yes	

BOLDFACE TYPE DENOTES SOLE BIDDER

ATTEST:
Enna Bachelor
Cheryl Stewart
Loraine Campbell

 MaryBeth Murz,
 Purchasing Manager



CITY COUNCIL AGENDA ITEM

Date: 5/9/2014

To: Brian Kischnick, City Manager

From: Tom Darling, Financial Services Director
MaryBeth Murz, Purchasing Manager
Gert Paraskevin, Information Technology Director

Subject: Agenda Item – Standard Purchasing Resolution 4: REMC Contract - Server Replacement

History

In July of 2007 the City implemented a Dell PowerEdge 2950 as a virtual test server. It was later moved to the Troy School District Service Center to also function as an offsite disaster recovery server. It is now almost seven years old and can no longer meet all of the City's processing and data storage requirements. In addition to its current functions the City would like to expand disaster recovery to include real-time mirroring of critical servers and data; which would result in simplified and quicker recovery.

Currently this Test/DR server hosts 9 virtual machines, however it is very slow due to the limited amount of memory (24GB) and the slow disk drives and disk controller. In addition, the available storage is almost completely utilized (740GB). In its current state it is not feasible to add any additional servers or data to this virtual environment. Another factor to consider when replacing a server is its age. This system, as well as every other City server, runs 24 hours a day 7 days a week. This puts a lot of stress on moving parts as well as constant current and heat to other components which begin to breakdown over time. There have been a few instances where the server has failed in the recent past, but staff was able to revive it. Seven years is the maximum expected lifespan of a server.

Purchasing

- The city is proposing to purchase a new test/DR server from Dell as outlined in Appendix A.
- This server configuration includes enough processor, memory (256GB), disk space (6TB useable), and controller speed to provide the necessary resources to add virtual servers and additional data to meet planned needs, plus some room for expansion.
- In addition, newer servers provide better performance while utilizing less power.
- The REMC Association of Michigan prequalifies vendors and equipment through a competitive bid process. Dell Marketing, LP is one of the awarded low bidders for server equipment on the current REMC contract.

Financial

Funds are available in the Information Technology Capital budget.

Recommendation

City Management requests the authorization to purchase one (1) new server including hardware, maintenance and operating system software from Dell Marketing, LP as quoted in Appendix A through the State of Michigan REMC Program for an estimated total cost of \$18,998.78.



CITY COUNCIL AGENDA ITEM

Appendix A

Dell REMC Server Quote

Description	Quantity
PowerEdge R720, Intel Xeon E-26XX Processors (210-ABVP)	1
PowerEdge R720 Motherboard, TPM (591-BBBP)	1
ProSupport: Next Business Day Onsite Service After Problem Diagnosis, 4 Year Extended (934-3744)	1
ProSupport: 7x24 HW / SW Tech Support and Assistance, 5 Year (934-3754)	1
Dell Hardware Limited Warranty Plus On Site Service Extended Year (939-2678)	1
Dell Hardware Limited Warranty Plus On Site Service Initial Year (939-2768)	1
PowerEdge R720 Shipping (331-4437)	1
Risers with up to 6, x8 PCIe Slots + 1, x16 PCIe Slot (331-4440)	1
iDRAC7 Enterprise (421-5339)	1
Broadcom 5720 QP 1Gb Network Daughter Card (430-4418)	1
Power Saving Dell Active Power Controller (330-5116)	1
RAID 10 for H710P/H710/H310 (4-16 HDDs in pairs) (331-4383)	1
PERC H710P Integrated RAID Controller, 1GB NV Cache (342-3531)	1
Heat Sink for PowerEdge R720 and R720xd (331-4508)	1
Intel Xeon E5-2660v2 2.2GHz, 25M Cache, 8.0GT/s QPI, Turbo, HT, 10C, 95W, Max Mem 1866MHz (338-BDBE)	2
16GB RDIMM, 1866MT/s, Standard Volt, Dual Rank, x4 Data Width (370-AAWL)	16
1.2TB 10K RPM SAS 6Gbps 2.5in Hot-plug Hard Drive (342-5514)	10
DVD ROM, SATA, INTERNAL (313-9092)	1
ReadyRails Sliding Rails With Cable Management Arm (331-4433)	1
Dual, Hot-plug, Redundant Power Supply (1+1), 750W (331-4605)	1
Power Cord, NEMA 5-15P to C13, 15 amp, wall plug, 10 feet / 3 meter (310-8509)	2
Windows Server 2012R2 Datacenter Edition,Factory Installed,No Media,2 Socket,Unlimited VMs (618-BBDQ)	1
Total Purchase Price:	\$18,998.78



CITY COUNCIL AGENDA ITEM

Date: May 12, 2014

To: Brian Kischnick, City Manager

From: Timothy Richnak, Public Works Director

Subject: Request for Amendment to Oakland County Solid Waste Management Plan / Rizzo Environmental Services. (Introduced by: Public Works Director, Tim Richnak)

History

The County of Oakland enacted and the State of Michigan approved the Oakland County Solid Waste Management Plan in 2000.

Rizzo Environmental Services has requested to have the Oakland County Solid Waste Management Plan amended. The amendment is to add a Type A Transfer Station and Waste Processing Facility located at 900 Baldwin Avenue Pontiac Michigan. They have sought and gained approval from the host community of Pontiac, Oakland County Solid Waste Planning Committee and the Oakland County Board of Commissioners. Oakland County conducted a 90 day public comment period regarding the proposed plan amendment. The amendment must also receive approval from 2/3 of the all Oakland County communities to be added to the solid waste plan.

The Oakland County Solid Waste Management Plan states that the plan is to be updated every 5 years. It has not had an update since it was enacted. Oakland County has experienced significant changes in population, employment, waste generation, landfill capacity and recycling technology and the plan no longer reflects the current conditions in Oakland County. This request is an amendment to the plan and not a full review and update of the plan. Separate from this amendment the City of Troy requests that Oakland County Solid Waste Management Plan have a full review and update in a timely manner.

Purchasing

There are no Purchasing items to consider.

Financial

There are no financial considerations.

Recommendation

City Management is in support of this amendment and recommends a vote of approval for the resolution.

City Management additionally recommends a vote of approval for the attached resolution to have Oakland County fully update the 2000 Solid Waste Management Plan in accordance with State law after the current amendment process is completed.



Economic Development & Community Affairs

April 22, 2014

Oakland County Community Clerks and Managers

Re: Oakland County Solid Waste Plan amendment

Dear Local Community Clerks and Managers:

As we informed you in October of last year, Oakland County received a formal request for an amendment to Oakland County's Solid Waste Management Plan. This request is for the inclusion of a new transfer station and waste processing facility to be located at 900 Baldwin Avenue in Pontiac. The Oakland County Department of Economic Development & Community Affairs has worked with the Oakland County Solid Waste Planning Committee (SWPC) to consider the proposed amendment. To date, the following steps and actions have taken place:

- Approval by the SWPC to commence 90-day public comment period – November 21, 2013
- 90-day public comment period held – December 14, 2013 – March 17, 2014
- Public Hearing held - February 26, 2014
- SWPC approval of amendment via resolution - March 26, 2014
- Approval of amendment by Oakland County Board of Commissioners - April 17, 2014

The next step in this process is to seek approval of the amendment by the 60 Oakland County communities that are covered by the Oakland County Solid Waste Plan. Per Public Act 451, Part 115, Solid Waste Management, Section 11536, a solid waste plan amendment must receive support via resolution by no less than 67% of the local units of government within the respective county before being sent to the Michigan Department of Environmental Quality for final approval.

I am forwarding the county's approved resolution, the proposed amendment and a sample approval resolution. Please present this to your board or council for consideration by June 30, 2014. Please send an email to Whitney Calio of my staff, at caliow@oakgov.com letting her know when you will consider the resolution and also notify her of the outcome. Certified copies of all resolutions should be sent to: Whitney Calio, Oakland County Planning, 2100 Pontiac Lake Road, #41W Waterford, MI 48328.

Should you have any questions or comments, please feel free to contact me at 248-858-0764 or via email at hunterd@oakgov.com. Thank you.

Sincerely,

Dan Hunter, Deputy Director
Oakland County Economic Development & Community Affairs

Cc: Oakland County Board of Commissioners
L. Brooks Patterson, Oakland County Executive

L. Brooks Patterson, Oakland County Executive
2100 Pontiac Lake Rd., Bldg. 41W | Waterford, MI 48328-0414
(248) 858-0721 | www.oakgov.com

MISCELLANEOUS RESOLUTION #14075

April 17, 2014

BY: Planning and Building Committee, Jim Runestad, Chairperson

IN RE: DEPARTMENT OF ECONOMIC DEVELOPMENT & COMMUNITY AFFAIRS – SOLID WASTE PLAN AMENDMENT FOR BALDWIN PONTIAC, LLC AND RIZZO PROPERTIES, LLC

To the Oakland County Board of Commissioners

Chairperson, Ladies and Gentlemen:

WHEREAS, Oakland County has a Solid Waste Management Plan ("Plan") that was prepared in accordance with Public Act 451, as amended, 1994, Part 115; Solid Waste Management, and

WHEREAS, the Oakland County Executive received a request to amend the Plan for the inclusion of a proposed Type A Transfer Station and a Waste Processing Facility to be located on the same property in Pontiac at 900 Baldwin Avenue from Pontiac, LLC and Rizzo Properties LLC; and

WHEREAS, the Oakland County Solid Waste Planning Committee, along with staff of the Oakland County Economic Development & Community Affairs Department, which is the Designated Planning Agency ("DPA") for Oakland County have met and discussed this proposed amendment; and

WHEREAS, the Oakland County Solid Waste Planning Committee authorized by resolution that the necessary steps be taken to initiate the required publication and 90-day public comment period on the proposed Solid Waste Plan Amendment; and

WHEREAS, a 90-day public comment period was held from December 14, 2013 – March 17, 2014 and was widely publicized to all Oakland County municipalities, adjacent counties, the Board of Commissioners, the MI Department of Environmental Quality, SEMCOG and other interested parties; and

WHEREAS, notice of the public comment period and date of a public hearing was published in The Oakland Press on December 13, 2013 and all corresponding documents were available for public review in the Oakland County One Stop Shop, as well as on the Oakland County website; and

WHEREAS, a public hearing was held on February 26, 2014 at the Oakland County Executive Office Building and members of the public spoke of their opinions on the proposed amendment; and

WHEREAS, after the conclusion of the 90-day public comment period, the Oakland County Solid Waste Planning Committee met and considered all written and verbal public comments received during the 90-day public comment period, reviewed the transcript of the public hearing and passed a resolution, by majority vote of the full committee, recommending that the Oakland County Board of Commissioners approve the amendment.

NOW THEREFORE BE IT RESOLVED that the Oakland County Board of Commissioners approves the proposed amendment to the Solid Waste Management Plan of 1999 to include the Type A Transfer Station and Waste Processing Facility proposed by Baldwin Pontiac, LLC and Rizzo Properties, LLC and authorizes the amendment to be transmitted to the 60 Oakland County municipalities covered by the Solid Waste Management Plan for approval. Upon receipt of 41 affirmative municipal resolutions, the document should be transmitted to the Michigan Department of Environmental Quality for final approval by the Director.

Chairperson, on behalf of the Planning and Building Committee, I move the adoption of the foregoing resolution.

PLANNING AND BUILDING COMMITTEE



PLANNING AND BUILDING COMMITTEE
Motion carried unanimously on a roll call vote.

Resolution #14075

April 17, 2014

Moved by Crawford supported by Zack the resolutions (with fiscal notes attached) on the amended Consent Agenda be adopted (with accompanying reports being accepted).

Discussion followed.

Vote on amended Consent Agenda:

AYES: Dwyer, Gershenson, Gingell, Gosselin, Hatchett, Hoffman, Jackson, Long, Matis, Middleton, Quarles, Runestad, Scott, Spisz, Taub, Weipert, Woodward, Zack, Bosnic, Crawford. (20)

NAYS: None. (0)

A sufficient majority having voted in favor, the resolutions (with fiscal notes attached) on the amended Consent Agenda were adopted (with accompanying reports being accepted).

 4/18/14
I HEREBY APPROVE THIS RESOLUTION
CHIEF DEPUTY COUNTY EXECUTIVE
ACTING PURSUANT TO MCL 45.559A (7)

STATE OF MICHIGAN)
COUNTY OF OAKLAND)

I, Lisa Brown, Clerk of the County of Oakland, do hereby certify that the foregoing resolution is a true and accurate copy of a resolution adopted by the Oakland County Board of Commissioners on April 17, 2014, with the original record thereof now remaining in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of the County of Oakland at Pontiac, Michigan this 17th day of April 2014.


Lisa Brown, Oakland County

Requested Amendment to the Oakland County

Solid Waste Management Plan

Oakland County received a request to amend its 1999 Solid Waste Management Plan which was approved by the Michigan Department of Environmental Quality on June 24, 2003.

The requested amendment is for the inclusion of a proposed Type A Transfer Station and a Waste Processing Facility to be located on the same piece of property in the City of Pontiac at 900 Baldwin Avenue. The requested amendment was received from Baldwin Pontiac, LLC and Rizzo Properties LLC.

The specific pages of the Plan that will be amended are listed below in the order they appear in the Plan. Copies of revised tables and facility descriptions are included where applicable.

Section III -1 THE SELECTED SOLID WASTE MANAGEMENT SYSTEM

- Under "Designated Act 451 Solid Waste Disposal Area Facilities: Oakland County, Michigan on page III-4 and 5, list the Pontiac facility as both a Transfer Station and a Waste Processing Facility. Specifically, list the facilities at the same location under:
 - Waste Processing Facilities
 - BP-Pontiac, 900 Baldwin Road, Pontiac, New Designation
 - Transfer Stations
 - BP-Pontiac, 900 Baldwin Road, Pontiac, New Designation

Section III – 4 SOLID WASTE DISPOSAL AREAS

- Under "Designated Solid Waste Disposal Areas in Oakland County:" on page III-12, list the Pontiac facilities as both a Transfer Station and a Waste Processing Facility at the same 900 Baldwin Avenue, Pontiac, Michigan location. A revised table is attached. Specifically, list the facility under:
 - Type A Transfer Facility
 - BP-Pontiac
 - Processing Facility
 - BP-Pontiac

Section III – 4 CONTINUED: SOLID WASTE FACILITY DESCRIPTIONS

- Provide 2 Facility Description sheets within Section III for the Pontiac disposal facility. One will be listed as a Waste Transfer facility - pages III-24 (a) and III-24 (b). The other will be listed as a Waste Processing facility – pages III-30 (a) and III-30 (b). The facility descriptions are attached.

Section III – 4 CONTINUED: SOLID WASTE FACILITY DESCRIPTIONS

- On page III-54 and 56, include the Pontiac facilities under “A.4: Solid Waste Processing Facility Disposal Areas” and under “A.5: Solid Waste Transfer Station Disposal Area”. Revised tables are attached. Specifically, list the facilities as:
 - A.4: Solid Waste Processing Facility Disposal Areas
 - BP-Pontiac / New / 900 Baldwin Road, Pontiac / The site is located in Section 17 and 20 in the City of Pontiac and is 38 acres, more or less. The site is to be shared with a waste processing facility.

 - A.5: Solid Waste Transfer Station Disposal Area
 - BP-Pontiac / New / 900 Baldwin Road, Pontiac / The site is located in Section 17 and 20 in the City of Pontiac and is 38 acres, more or less. The site is to be shared with a transfer station facility.

Attachment C – MAPS

- A Revised list of designated facilities and a facility map are included, which identify the location of the proposed facility.

III-4 SOLID WASTE DISPOSAL AREAS

Designated Solid Waste Disposal Areas in Oakland County – revised table – November 2013

<u>Type II Landfill:</u>	<u>Type A Transfer Facility:</u>
Collier Road Landfill	Allied Waste Transfer Station – Southfield
Eagle Valley Landfill	Allied Waste Site – Pontiac
Oakland Heights Landfill	SOCRRA Transfer Station – Troy
SOCRRA Landfill	SOCRRA Transfer Station – Madison Heights
	City of Pontiac Site – Pontiac
	Waste Management Site – Pontiac
<u>Type III Landfill:</u>	FPT – Pontiac Division – Pontiac
None Designated	BP – Pontiac
	<u>Processing Facility:</u>
	SOCRRA MRF Site – Troy
<u>Incinerator:</u>	RRRASOC MRF Site – Southfield
None Designated	Allied Waste Site – Pontiac
	City of Pontiac Site – Pontiac
	Waste Management Site – Pontiac
<u>Waste-to-Energy Incinerator:</u>	FPT – Pontiac Division – Pontiac
None Designated	BP – Pontiac
<u>Other:</u>	<u>Waste Piles:</u>
None Designated	None Designated

SELECTED SYSTEM

FACILITY DESCRIPTIONS

Facility Type: Waste Transfer

Facility Name: BP-Pontiac

County: Oakland Location: City of Pontiac Town: 3N Range: 10E Section(s) 17 and 20

Map Identifying location included in Attachment Section: X Yes No

If facility is an Incinerator or a Transfer Station, list the final disposal site and location for Incinerator ash or Transfer Station wastes: see list on reverse side

Operating Status (check)

Waste Types Received (check all that apply)

<u> </u>	open	<u> X </u>	residential
<u> </u>	closed	<u> X </u>	commercial
<u> </u>	licensed	<u> X </u>	industrial
<u> </u>	unlicensed	<u> X </u>	construction & demolition
<u> </u>	construction permit	<u> X </u>	contaminated soils
<u> </u>	open, but closure pending	<u> X </u>	special wastes*
<u> X </u>	to be developed	<u> X </u>	other:

*Explanation of special wastes, including a specific list and/or conditions: Sludge, auto fluff, non-friable asbestos

Site Size:

Total area of facility property:	<u> 38 </u>	acres
Total area sited for use:	<u> 38 </u>	acres
Total area permitted:	<u> 38 </u>	acres
Operating:	<u> N/A </u>	acres
Not excavated:	<u> N/A </u>	acres
Current capacity:	<u> 1,750 </u>	tons per day
Estimated lifetime:	<u> TBD </u>	years
Estimated days open per year:	<u> 286 </u>	days
Estimated yearly disposal volume:	<u> 500,500 </u>	tons

(if applicable)

Annual energy production:

Landfill gas recovery projects:	<u> N/A </u>	megawatts
Waste-to-energy incinerators:	<u> N/A </u>	megawatts

- 1) Pine Tree Acres Landfill; Macomb County; Public Private Owner: Pine Tree Acres, Inc.;
- 2) Brent Run Landfill; Genesee County; Public Private Owner: Brent Run Landfill, Inc.;
- 3) Citizens Disposal Landfill; Genesee County; Public Private Owner: Citizens Landfill, Inc.;
- 4) Richfield Landfill; Genesee County; Public Private Owner: Richfield Landfill, Inc.;
- 5) Carleton Farms Landfill; Wayne County; Public Private Owner: Republic Services of Michigan I, LLC;
- 6) Michigan Disposal Waste Treatment Plant; Wayne County; Public Private Owner: Michigan Disposal, Inc.;
- 7) Riverview Land Preserve; Wayne County; Public Private Owner: City of Riverview;
- 8) Sauk Trail Hills Landfill; Wayne County; Public Private Owner: Sauk Trail Development, Inc.;
- 9) Woodland Meadows Landfill; Wayne County; Public Private Owner: Waste Management of Michigan, Inc.;
- 10) City of Livonia Landfill; Wayne County; Public Private Owner: City of Livonia;
- 11) Detroit Incinerator; Wayne County; Public Private Owner: Detroit Renewable Power, LLC

SELECTED SYSTEM

FACILITY DESCRIPTIONS

Facility Type: Waste Processing

Facility Name: BP-Pontiac

County: Oakland Location: City of Pontiac Town: 3N Range: 10E Section(s) 17 and 20

Map Identifying location included in Attachment Section: X Yes No

If facility is an Incinerator or a Transfer Station, list the final disposal site and location for Incinerator ash or Transfer Station wastes: see list on reverse side

Operating Status (check)

Waste Types Received (check all that apply)

<u> </u>	open	<u> X </u>	residential
<u> </u>	closed	<u> X </u>	commercial
<u> </u>	licensed	<u> X </u>	industrial
<u> </u>	unlicensed	<u> X </u>	construction & demolition
<u> </u>	construction permit	<u> X </u>	contaminated soils
<u> </u>	open, but closure pending	<u> X </u>	special wastes*
<u> X </u>	to be developed	<u> X </u>	other:

*Explanation of special wastes, including a specific list and/or conditions: Sludge, auto fluff, non-friable asbestos

Site Size:

Total area of facility property:	<u> 38 </u>	acres
Total area sited for use:	<u> 38 </u>	acres
Total area permitted:	<u> 38 </u>	acres
Operating:	<u> N/A </u>	acres
Not excavated:	<u> N/A </u>	acres
Current capacity:	<u> 1,750 </u>	tons per day
Estimated lifetime:	<u> TBD </u>	years
Estimated days open per year:	<u> 286 </u>	days
Estimated yearly disposal volume:	<u> 500,500 </u>	tons

(if applicable)

Annual energy production:

Landfill gas recovery projects:	<u> N/A </u>	megawatts
Waste-to-energy incinerators:	<u> N/A </u>	megawatts

- 1) Pine Tree Acres Landfill; Macomb County; Public Private Owner: Pine Tree Acres, Inc.;
- 2) Brent Run Landfill; Genesee County; Public Private Owner: Brent Run Landfill, Inc.;
- 3) Citizens Disposal Landfill; Genesee County; Public Private Owner: Citizens Landfill, Inc.;
- 4) Richfield Landfill; Genesee County; Public Private Owner: Richfield Landfill, Inc.;
- 5) Carleton Farms Landfill; Wayne County; Public Private Owner: Republic Services of Michigan I, LLC;
- 6) Michigan Disposal Waste Treatment Plant; Wayne County; Public Private Owner: Michigan Disposal, Inc.;
- 7) Riverview Land Preserve; Wayne County; Public Private Owner: City of Riverview;
- 8) Sauk Trail Hills Landfill; Wayne County; Public Private Owner: Sauk Trail Development, Inc.;
- 9) Woodland Meadows Landfill; Wayne County; Public Private Owner: Waste Management of Michigan, Inc.;
- 10) City of Livonia Landfill; Wayne County; Public Private Owner: City of Livonia;
- 11) Detroit Incinerator; Wayne County; Public Private Owner: Detroit Renewable Power, LLC

SELECTED SYSTEM

Solid Waste Processing Facility Disposal Areas – revised table – November 2013

Name of facility	New or Existing Designation	Address	Area Approved for Which Siting is Not Required
SOCRRA Waste Processing Plant	Existing	995 Coolidge Hwy, Troy	The site is located in Section 32 of Troy Township. This facility shares a 10.88 acre site with a SOCRRA transfer station. At present, the facility is operated as a source separated MRF.
RRRASOC Waste Processing Plant	Existing	20000 West Eight Mile Road, Southfield	The site is located in Section 35 of Southfield Township and is 6.2 acres in size, more or less. At present, the facility is operated as a source separated MRF.
Allied Waste Industries Waste Processing Plant	Existing	1591 Highwood, Pontiac	This site is located in Sections 8 and 9 of Pontiac Township and contains some 40 acres, more or less. The proposed waste processing facility has not been placed under construction as of October 1999. The site is to be shared with a transfer station facility.
City of Pontiac Waste Processing Plant	New	575 Collier Road, Pontiac	This site is located on the non-wetlands portion of the Collier Road Sanitary Landfill properties identified in Pontiac's November, 1998 designation request which lay in Section 8, Section 9 and in that part of Section 4 which lies southeast of a line which runs through a point on the joint section line between Section 4 and Section 5 which is located 470 feet North of the joint corner of Sections 4, 5, 8 and 9 and which line has a bearing of North 53 degrees 21 minutes 00 seconds East. Access to the facility from the public road system must be from Collier Road. The permissible area contains 132 acres, more or less. The proposed waste processing facility has not been placed under construction as of October, 1999. The site is to be shared with a transfer station facility.
Waste Management – City Waste Sys. Waste Processing Plant	Existing	1525 West Highwood, Pontiac	This site is located in Section 9 of Pontiac Township and contains some 15 acres, more or less. The proposed waste processing facility has not been placed under construction as of October, 1999. The site is to be shared with a Waste Management transfer station facility.
FPT (Ferrous Processing & Trading)	New	500 Collier Road, Pontiac	This site is located in Section 9 of Pontiac Township and contains some 38 acres, more or less. The proposed waste processing facility has not been placed under construction as of June, 2000.
BP-Pontiac	New	900 Baldwin Road, Pontiac	This site is located in Sections 17 and 20 in the City of Pontiac and is 38 acres, more or less. The site is to be shared with a transfer station facility.

SELECTED SYSTEM

Solid Waste Transfer Station Disposal Areas – revised table – November 2013

Name of facility	New or Existing Designation	Address	Area Approved for Which Siting is Not Required
Allied Waste Industries Transfer Station	Existing	21430 W. Eight Mile Road, Southfield	This site is located in Section 34 of Southfield Township and contains 5.5 acres, more or less.
SOCRRA Transfer Station	Existing	991 Coolidge Hwy., Troy	This site is located in Section 32 of Troy Township and contains 10.9 acres, more or less. The site is shared with the SOCRRA waste processing facility, where source separated activities are currently occurring.
Allied Waste Industries Transfer Station	Existing	1591 Highwood, Pontiac	The transfer station site is located in Sections 8 and 9 of Pontiac Township and contains 40 acres, more or less. The proposed transfer station has not been placed under construction as of October, 1999. The site is to be shared with a MRF facility.
City of Pontiac Transfer Station	New	575 Collier Road, Pontiac	This transfer station is located on the non-wetlands portion of the Collier Road Sanitary Landfill properties identified in Pontiac's November, 1998 designation request which lay in Section 8, Section 9 and in that part of Section 4 which lies southeast of a line which runs through a point on the joint section line between Section 4 and Section 5 which is located 470 feet North of the joint corner of Sections 4, 5, 8 and 9 and which line has a bearing of North 53 degrees 21 minutes 00 seconds East. Access to the facility from the public road system must be from Collier Road. The permissible area contains 132 acres, more or less. The proposed transfer station has not been placed under construction as of October, 1999. The site is to be shared with a MRF facility.
Waste Management – City Waste Systems, Inc. Transfer Station	Existing	1525 West Highwood, Pontiac	The transfer station site is located in Section 9 of Pontiac Township and contains 15 acres, more or less. The proposed transfer station has not been placed under construction as of October, 1999. The site is to be shared with a Waste Management MRF facility.
FPT (Ferrous Processing & Trading)	New	500 Collier Road, Pontiac	This site is located in Section 9 of Pontiac Township and contains some 38 acres, more or less. The proposed waste processing facility has not been placed under construction as of June, 2000.
BP-Pontiac	New	900 Baldwin Road, Pontiac	The site is located in Sections 17 and 20 in the City of Pontiac and is 38 acres, more or less. The site is to be shared with a waste processing facility.

Oakland County's Designated Act 451 Solid Waste Disposal Facilities
November, 2013

<u>Designation Type/Name</u>	<u>Address</u>	<u>Municipality</u>	<u>Comment</u>
<u>Type II Landfills</u>			
Collier Road Landfill	575 Collier Road	Pontiac	Existing
Eagle Valley Recycling & Disposal Facility	600 W. Silverbell	Orion Township	Existing
Oakland Heights Dev.	2350 Brown Road	Auburn Hills	Existing
SOCRRA	741 Avon Road	Rochester Hills	Existing
<u>Waste Processing Facilities</u>			
Allied Waste Industries	1591 Highwood	Pontiac	Existing
RRRASOC	20000 W. Eight Mile Rd.	Southfield	Existing
SOCRRA	995 Coolidge Highway	Troy	Existing
Waste Management	1525 West Highwood	Pontiac	Existing
Collier Road	575 Collier Road	Pontiac	New (in 2000)
FPT Pontiac	500 Collier Road	Pontiac	New (in 2000)
BP – Pontiac	900 Baldwin Road	Pontiac	New
<u>Transfer Stations</u>			
Allied Waste Industries	21430 W. Eight Mile Rd.	Southfield	Existing
Allied Waste Industries	1591 Highwood	Pontiac	Existing
SOCRRA	991 Coolidge Highway	Troy	Existing
Waste Management	1525 West Highwood	Pontiac	Existing
Collier Road	575 Collier Road	Pontiac	New (in 2000)
FPT Pontiac Division	500 Collier Road	Pontiac	New (in 2000)
SOCRRA	29740 John R Road	Madison Heights	Revised existing "Disposal Area" Designation changed To transfer station (2000)
BP – Pontiac	900 Baldwin Road	Pontiac	New



Economic Development & Community Affairs

L. Brook Patterson, County Executive
 Executive Office Building
 2100 Pontiac Lake Road, Bldg. 41W
 Waterford, MI 48328-0412
 248.858.0720
 www.advantageoakland.com



Oakland County Solid Waste Plan Designated Facilities



Legend

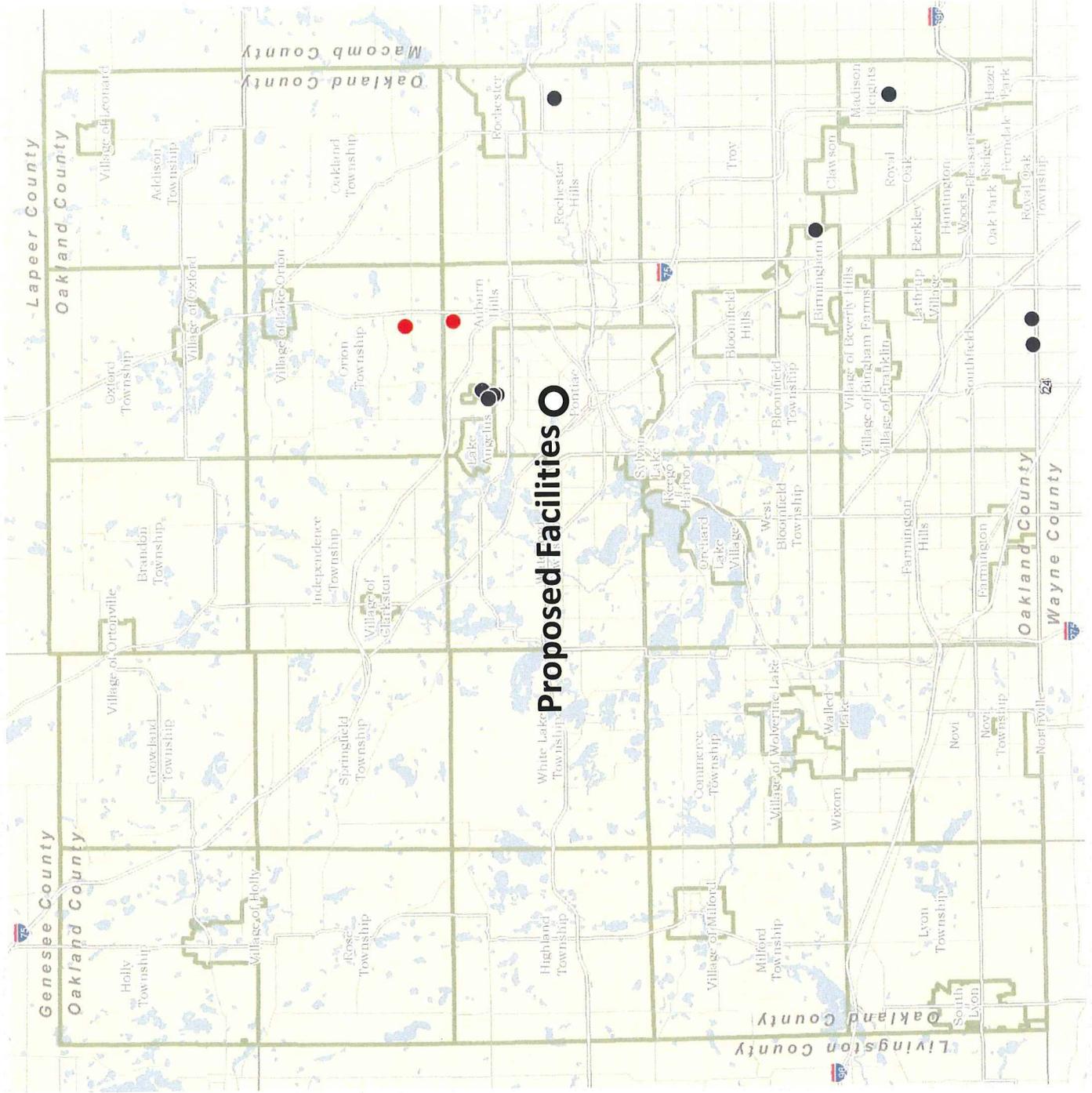
-  Municipal Boundary
-  Landfill (Type II)
-  Transfer Station/Waste Processing Facility

Type II landfills, or municipal landfills can accept virtually any non-hazardous solid waste for disposal.

Transfer stations are facilities where municipal solid waste is unloaded from collection vehicles and briefly held while it is reloaded onto larger long-distance transport vehicles for shipment to landfills or other treatment or disposal facilities.



Map created: October 9, 2013





6200 Elmridge, Sterling Hts., MI 48313
866-772-8900 Fax: 586-795-2740

888-U.S.RIZZO
RizzoServices.com

April 22, 2014

Re: Request for Amendment to Oakland County Solid Waste Plan

To All Oakland County Communities:

In October, we wrote to you as we began the process to amend the County Solid Waste Plan. We are very pleased to report to you that Rizzo Environmental Services, Inc. ("Rizzo") has made substantial progress in our efforts to redevelop the former Pontiac Fiero plant site into a transfer station/waste processing plant.

Last week, on April 17th, the Oakland County Board of Commissioners voted unanimously to approve the Amendment. On March 26th, the Oakland County Solid Waste Planning Committee, by an 11-1 vote, approved the recommendation for the requested Amendment. That approval followed on the heels of a vote on March 24th of the Pontiac City Council, by a 6-0 margin, approving support of the Amendment and a modification to the Host City Agreement for additional benefits to Pontiac.

We are extremely pleased with the passage of these three significant milestones. At this point, state law requires that two-thirds of all Oakland County communities pass a resolution of approval. We respectfully request your consideration for approval of the Amendment to the County Solid Waste Plan (the "Rizzo Amendment"). **Our goal is to acquire the necessary resolutions by June 30th and we ask for your kind assistance in that regard.**

These votes are the result of broad support for the Amendment as evidenced by the attached letters from:

- Pontiac City Councilwoman/President Pro-Tem Mary Pietela
- County Commission Chairman Mike Gingell
- County Commissioner/County Solid Waste Planning Committee Chairman Robert Hoffman

For the reasons stated below, we urge affirmative action by your community:

Amendment Compliance with State Environmental Goals. The Rizzo Amendment will comply with State environmental goals, as stated in Part 115

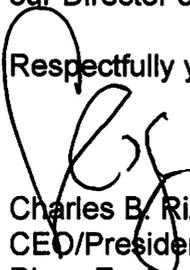
- “This part shall be construed and administered to encourage and facilitate the effort of all persons to engage in source separation and site separation of material from solid waste, and other environmentally sound measures to prevent materials entering the waste stream or which encourage the removal of materials from the waste stream.” MCL § 324.11507(2).
- “The state shall develop policies and practices that promote recycling and reuse of materials and, to the extent practical, minimize the use of landfilling as a method of disposal of its waste.” MCL § 324.11514(1).
- **Compliance with County Solid Waste Plan.** The Rizzo Amendment complies with the policies of the County Solid Waste Plan, including:
 - Ensure that solid wastes are source separated so that imbedded resources may be easily collected, processed and recovered;
 - Achieve a reduction in percentage of solid wastes that are destined for either incineration and/or landfilling; and
 - The Plan’s Enforceable Program provides for high compaction waste transfer in order to increase the density of loads that are transported to landfills, thus lowering tip fees at those landfills and/or reducing transportation costs.
- **Benefits to the Environment.** The Rizzo Amendment will provide significant benefits to the environment, including:
 - Reduced mileage on County roads and expressways by eliminating numerous trucks traveling to landfill facilities;
 - Reduced consumption of gasoline due to reduced truck traffic, which will improve the County’s “carbon footprint”; and
 - By removal of recyclable and salvageable material at the transfer station/processing plant, based on Rizzo’s experience, it is estimated that there will be a reduction of at least 10% in tonnage going to landfills.
- **Benefits to the Local Community.** By virtue of the recently approved Memorandum of Understanding, Rizzo increased its payments to the City of Pontiac from \$.50 to \$1.25 per ton -- a 150% increase. In addition, the City will receive benefits from real estate taxes, personal property taxes and income taxes. Rizzo has committed to preferential hiring for Pontiac residents. Also, at no charge to the City of Pontiac, Rizzo will develop and

operate a citizens' recycling center, as requested by Pontiac's elected officials.

- Creation of a "Green Campus." The proposed transfer station will be part of a "green campus" at the previously contaminated, former industrial site. Along with the transfer station/processing facility, Rizzo is planning to construct a single stream recycling plant and a Pontiac Citizens Recycling Drop-Off Center. The implementation of this multi-faceted "green campus" will provide facilities that will be unmatched on any one site in Oakland County.
- Lack of Objections. The public comment period and the public hearing before the Solid Waste Planning Committee did not reveal any significant objections to the Rizzo Amendment. No Oakland County community or industry competitor objected to the Rizzo Amendment. In fact, comments at the public hearing from Pontiac community leaders were very supportive.

Rizzo respectfully requests that your community place the matter on an upcoming meeting agenda and approve the Rizzo Amendment to allow continuation of the process to ultimately achieve approval and licensure by the Michigan Department of Environmental Quality. **Submitting your resolution before June 30th will help keep us "on track" regarding this lengthy and time-consuming procedure.** Most communities will address this item by placing it on their "consent agenda." If you would like a representative of Rizzo to attend your meeting to discuss the item, please do not hesitate to contact us prior to your meeting. If you require any additional information, please feel free to contact Joe Munem, our Director of government Affairs, at (586) 354-2352 or jmunem@rizzoservices.com.

Respectfully yours,



Charles B. Rizzo, Jr.
CEO/President
Rizzo Environmental Services

cc: Joseph Munem
Dennis Cowan, Esq.
Richard Manczak, Esq.

PONTIAC CITY COUNCIL



President Patrice Waterman, District One

Pro-Tem Mary Pietila, District Three
Randy Carter District Four
Dr. Doris Taylor-Burks District Six

Don Woodward District Two
Mark Holland Sr. District Five
Kermit Williams District Seven

April 17, 2014

To all Oakland County local legislative bodies:

As you are by now aware, your community has been sent a resolution requesting approval of an amendment to the Oakland County Solid Waste Plan. The proposed amendment involves the permitting of a solid waste processing/transfer station on the site of the former Pontiac Fiero plant on Baldwin Road in the City of Pontiac. As the member of the Pontiac City Council representing Council District Three where this site is proposed, I enthusiastically request your legislative body to approve the resolution before you as soon as possible.

We are working nonstop to revive the Pontiac economy. The site of the proposed processing/transfer station is situated on a RACER Trust property. The majority of the factory was dismantled with two buildings being spared. One building will be the processing/transfer station, the other will be the site of a single stream recycling plant owned and operated by Rizzo Environmental Services. This is a novel redevelopment proposal for a site where the RACER Trust prevents any excavating below grade, severely limiting other potential uses for that property.

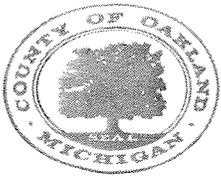
I have conducted numerous meetings with residents living near the site. I also participated in a citywide telephone town hall meeting with nearly 3000 Pontiac residents. The residents are excited about the jobs and tax revenues this "green" campus will bring to the city. They are also very supportive of the free drop-off recycling center Rizzo Environmental Services has agreed to build for the exclusive use of Pontiac residents.

For these reasons, my colleagues and I on the Pontiac City Council support this project. I urge you to consider and adopt the proposed resolution as soon as your legislative agendas may permit. Only after 41 Oakland County communities approve the resolution may this project then proceed to the Michigan Department of Environmental Quality for final permitting. The sooner you act upon this resolution, the faster our economic recovery may occur.

On behalf of my grateful constituents, I wish to thank you in advance for your positive consideration of this proposal.

Very truly yours,

Mary E. Pietila
Pontiac Council President Pro Tempore
City Council District Three



BOARD OF COMMISSIONERS

April 22, 2014

1200 N. Telegraph Rd.
Pontiac, MI 48341-0470
Phone: (248) 858-0100
Fax: (248) 858-1572

To All Oakland County Communities:

Recently, you received correspondence from Oakland County's Economic Development and Community Affairs Office regarding the request of Rizzo Environmental Services ("Rizzo") to amend the County's Solid Waste Plan ("Amendment"). This Amendment will allow the former Fiero Plant in Pontiac to be transformed into a waste transfer station/processing facility.

The County has been working very diligently over the last year with the City of Pontiac, the current property owner and Rizzo in order to make this project a reality. The County's goal is to encourage reuse of former industrial sites and create jobs that will help our local economy. In addition, the benefits from a Host Community Agreement between Rizzo and Pontiac will assist the City in a number of positive ways.

Along with the waste transfer station/processing facility, Rizzo also intends to build a single stream recycling center along with a drop-off recycling facility for Pontiac residents. All of the facilities on the old Fiero plant are targeted to decrease tonnage going to landfills and improve our County's carbon footprint by reducing related truck traffic and fuel consumption. In addition to meeting our County's Solid Waste environmental Plan goals, the Rizzo project also supports the recently announced initiative by Governor Rick Snyder to enhance and improve recycling efforts in the State of Michigan.

The Oakland County Board of Commissioners voted unanimously to approve a resolution in support of the waste transfer station/process facility at the former Fiero plant in Pontiac. We ask for your thoughtful consideration and approval of this Solid Waste Plan Amendment request.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael Gingell".

Michael Gingell
Chairman
Oakland County Board of Commissioners



BOARD OF COMMISSIONERS

April 17, 2014

1200 N. Telegraph Rd.
Pontiac, MI 48341-0475
Phone: (248) 858-0100
Fax: (248) 858-1572

To All Oakland County Communities:

I have been privileged to serve as Chairman of the Oakland County Solid Waste Planning Committee ("SWPC"). Our Committee reviews the County Solid Waste Plan as well as any proposed amendments.

Recently, you received from the Oakland County Economic Development and Community Affairs office a request to pass a resolution in support of a proposed amendment to the County Solid Waste Plan ("Amendment") from Rizzo Environmental Services ("Rizzo"). Pursuant to State law, the Amendment was referred to the SWPC in October, 2013. Subsequently, the SWPC held meetings, a 90-day public comment period and a public hearing regarding the Amendment.

Through my work on the SWPC, I have had the opportunity to closely review the Rizzo Amendment and the proposed facilities at the old Pontiac Fiero plant. The waste transfer station, single stream recycling center and citizens drop-off recycling facility will provide a totally "green" campus in Pontiac. All of the facilities will help the County meet its solid waste goals for recycling. These facilities will help our environment as there will be less waste going to landfills and less trucks on the road taking waste to landfills.

I strongly urge that you approve the Rizzo Amendment request. Thank you for considering my correspondence and please feel free to contact me if you have any questions regarding the work of the SWPC.

Sincerely,

A handwritten signature in blue ink, appearing to read "Bob Hoffman".

Bob Hoffman
Commissioner, District 2



CITY COUNCIL AGENDA ITEM

May 8, 2014

TO: Brian Kischnick, City Manager

FROM: Thomas Darling, Director of Financial Services

SUBJECT: Amendment to Chapter 20 of the Troy City Code (Water and Sewer Rates)
(Informational Only, Item to be brought back at subsequent Council meeting)

Attached is an amendment to Chapter 20 of the Troy City Code reflecting the water rate adjustment discussed during the 2014/15 budget study sessions. There is no rate adjustment for sewer charges. The rate adjustments are a result of the City of Detroit 4.4% increase and an overall sewerage rate increase of 4.0%

The adjustment will provide sufficient funds to operate, maintain and make improvements to our systems. The water and sewer rates are reviewed and adjusted annually when required. The last adjustment was on July 1, 2012.

The following water and sewer rates are recommended for City of Troy water bills rendered after July 1, 2014:

	<u>2013/14 Rate</u>	<u>2014/15 Rate</u>	<u>Adjustment</u>
Water	\$30.35	\$31.00	\$0.65
Sewer	<u>24.80</u>	<u>24.80</u>	<u>0.00</u>
	<u>\$55.15</u>	<u>\$55.80</u>	<u>\$0.65</u>

The average bill for a family of four will increase approximately \$2.53 per quarter.

The amendment also includes a clause that allows the City Manager or his/her designee, under administrative policy, to allow a payment plan, a reduction or relinquishment of charges, late fees and/or penalties in compelling extenuating circumstances resulting in undue hardship.

It is recommended that City Council approve the rates and adjustment clause as outlined herein and reflected in the amendments to Chapter 20 of the Troy City Code.

CITY OF TROY
AN ORDINANCE TO AMEND
CHAPTER 20 - CITY OF TROY ORDINANCE

The City of Troy ordains:

Section 1. Short Title

This Ordinance shall be known and may be cited as an amendment to Sections 5 and 5.01 and 5.03 of Chapter 20- City of Troy Ordinance- Water and Sewer Rates.

Section 2. Amendment

Chapter 20, Section 5 shall be amended as follows:

5. Basis of Charges. All water service shall be charged for on the basis of water consumed, as determined by the meter installed by the Department in the premises of water or sewage disposal service customers. ~~No free water service or sewage disposal service shall be furnished to any person.~~

Chapter 20, Section 5.01 shall be amended as follows:

- 5.01 Water Rates. Charges for water service to each premises within the City connected with the water supply system, for each quarterly (3 month) period, shall be ~~\$30.35~~ **\$31.00** per 1,000 cubic feet. Minimum quarterly bills shall be ~~\$24.58~~ **\$25.11**.

Private fire service lines shall be billed at a rate equal to four (4) times the minimum water bill.

Charges for water service to premises outside the City shall be 150% of those for water service within the City.

Chapter 20, Section 5.03 shall be amended as follows:

- 5.03 Billing. Charges for all water service and sewage disposal service shall be billed and collected quarterly by the City Treasurer. Water bills rendered shall be immediately due and payable and may be paid without penalty up to and including the fifteenth day of the month when rendered, and shall thereafter be subject to a ten (10%) per cent penalty. Bills shall be sent to "Occupant" at the metered address, unless other arrangements are made by the owner. **If the City Manager or his/her designee determines that there are compelling extenuating circumstances resulting in an undue hardship, the City Manager or his/her designee may structure a repayment schedule, reduce or waive water and/or sewage charges, late fees and penalties in accordance with the City's policy.**

Section 3. Repeal

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

Section 4. Savings

All proceedings pending, and all rights and liabilities existing, acquired or incurred, at the time this Ordinance takes effect, are hereby saved. Such proceedings may be consummated under and according to the ordinance in force at the time such proceedings were commenced. This ordinance shall not be construed to alter, affect, or abate any pending prosecution, or prevent prosecution hereafter instituted under any ordinance specifically or impliedly repealed or amended by this ordinance adopting this penal regulation, for offenses committed prior to the effective date of this ordinance; and new prosecutions may be instituted and all prosecutions pending at the effective date of this ordinance may be continued, for offenses committed prior to the effective date of this ordinance, under and in accordance with the provisions of any ordinance in force at the time of the commission of such offense.

Section 5. Severability Clause

Should any word, phrase, sentence, paragraph or section of this Ordinance be held invalid or unconstitutional, the remaining provision of this ordinance shall remain in full force and effect.

Section 6. Effective Date

This Ordinance shall become effective July 1, 2014 or upon publication, whichever shall later occur.

This Ordinance is enacted by the Council of the City of Troy, Oakland County, Michigan, at a Regular Meeting of the City Council held at City Hall, 500 W. Big Beaver, Troy, MI, on the _____ day of _____, _____.

Dane M. Slater, Mayor

M. Aileen Bittner, CMC, City Clerk



CITY COUNCIL AGENDA ITEM

Date: May 13, 2014

To: Brian Kischnick, City Manager

From: Gary G. Mayer, Chief of Police

Subject: Resolution to Permit Use of Shell Crackers to Disperse Migratory Waterfowl – Emerald Lakes Subdivision

History:

The Emerald Lakes Village Homeowners Association Security Chairman has sent the attached letter, asking for permission to use shell crackers in the Emerald Lakes subdivision for the purpose of chasing geese away. In reviewing the history, a similar request was received in 2009. City Council authorized this practice on October 28, 2009 (Resolution #2009-11-338-F-10), and this authorization expired on December 31, 2011.

In March 2012, rather than pursuing the continued use shell crackers, the Emerald Lakes Village Homeowners Association expressed an interest in participating in the Michigan Department of Natural Resources' Canada Goose Nest Destruction Program and Round-Up Program. In order to participate in this program, the Michigan Department of Natural Resources (MDNR) required approval from a majority of the homeowners, and also a resolution from the City of Troy. In March 2012, the Troy City Council passed a resolution, formally requesting the Michigan Department of Natural Resources implement the Canada Goose Nest Destruction Program or Round-Up Program for 2012 to 2016. The Emerald Lakes Village Homeowners Association subsequently chose not to participate in the State MDNR program.

Without action by City Council, the use of shell crackers in the City would be a violation of the current City ordinances. The proposed ordinance amendments, revising Chapter 98, Section 98.07.01 (Hunting) and 98.13.05 (Discharge of Firearms) would allow for the Police Chief or his designee to administratively review any requests to discharge shell crackers to disperse migratory waterfowl, and impose any necessary conditions for the protection of the public.

Recommendation:

The Police Department recommends approval of the proposed ordinance amendments. The Police Department also intends to draft an administrative policy with the following restrictions and requirements:

1. Shell crackers shall not be discharged before 7:00 a.m. and not after dusk.
2. The permittee(s) shall notify the Police Communications Section prior to discharging the shell crackers, shall provide the police with his/her name(s) and phone number(s) and notification to the subdivision residents and neighbors shall be made.
3. A violation of the limitations shall be cause for immediate revocation of the City authorization.

City Attorney's Review as to Form and Legality



CITY COUNCIL AGENDA ITEM

Lori Grigg Bluhm, City Attorney

Date

CITY OF TROY
AN ORDINANCE TO AMEND
CHAPTER 98 - CITY OF TROY ORDINANCE

The City of Troy ordains:

Section 1. Short Title

This Ordinance shall be known and may be cited as an amendment to Chapter 98-Criminal Code, City of Troy Ordinance.

Section 2. Amendment

Section 98.07.01 shall be amended as follows:

98.07.01 Hunting. No person shall hunt any animal. A person who violates this section is guilty of a misdemeanor punishable by imprisonment in the county jail for not more than 90 days or by a fine of not more than \$500 or both.

Exception. Police Officers and Animal Control Officers **and any other individuals given written authorization by the Police Chief or his/her designee who are in compliance with the City's policy** are authorized to use shell crackers or other noise making devices to control geese and migratory waterfowl.

Section 98.13.05 shall be amended as follows:

98.13.05 Discharge of Firearms. No person shall discharge any firearm or bow and arrow in the City. A person who violates this section is guilty of a misdemeanor punishable by imprisonment in the county jail for not more than 90 days or by a fine of not more than \$500, or both.

Exception. This section does not apply to persons lawfully acting in the defense of persons or property or the enforcement of law **or as otherwise authorized by this Chapter**, or at an established range that has been approved by the Troy City Council.

Section 3. Repeal

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

Section 4. Savings

All proceedings pending, and all rights and liabilities existing, acquired or incurred, at the time this Ordinance takes effect, are hereby saved. Such proceedings may be consummated under and according to the ordinance in force at the time such

proceedings were commenced. This ordinance shall not be construed to alter, affect, or abate any pending prosecution, or prevent prosecution hereafter instituted under any ordinance specifically or impliedly repealed or amended by this ordinance adopting this penal regulation, for offenses committed prior to the effective date of this ordinance; and new prosecutions may be instituted and all prosecutions pending at the effective date of this ordinance may be continued, for offenses committed prior to the effective date of this ordinance, under and in accordance with the provisions of any ordinance in force at the time of the commission of such offense.

Section 5. Severability Clause

Should any word, phrase, sentence, paragraph or section of this Ordinance be held invalid or unconstitutional, the remaining provision of this ordinance shall remain in full force and effect.

Section 6. Effective Date

This Ordinance shall become effective ten (10) days from the date hereof or upon publication, whichever shall later occur.

This Ordinance is enacted by the Council of the City of Troy, Oakland County, Michigan, at a Regular Meeting of the City Council held at City Hall, 500 W. Big Beaver, Troy, MI, on the _____ day of _____, _____.

Dane M. Slater, Mayor

M. Aileen Bittner, CMC, City Clerk

Chair Dziurman called the Regular meeting of the Building Code Board of Appeals to order at 3:00 p.m. on March 5, 2014 in the Lower Level Conference Room of the Troy City Hall.

1. ROLL CALL

Members Present:

Theodore Dziurman, Chair
Gary Abitheira
Teresa Brooks
Brian Kischnick

Absent:

Michael Carolan

Support Staff Present:

Mitch Grusnick, Building Official/Code Inspector
Kathy L. Czarnecki, Recording Secretary

Also Present:

Attached and made a part hereof is the signature sheet of those present and signed in at this meeting.

2. APPROVAL OF MINUTES

Moved by: Brooks
Support by: Abitheira

RESOLVED, To approve the minutes of the February 5, 2014 Regular meeting as submitted.

Yeas: All present (4)
Absent: Carolan

MOTION CARRIED

3. HEARING OF CASES

- A. **VARIANCE REQUEST, WILLIAM J. SHORT FOR HURON SIGN COMPANY, 1650 W MAPLE** – A variance for relief of the Sign Code to replace the existing ground sign with a proposed ground sign measuring 99 square feet, set back four feet, eight inches (4'8") from the Maple Road right-of-way line. Table 85.02.05 requires a 20 foot minimum setback for the proposed 99 square foot sign.

Mr. Grusnick reviewed the variance request. He advised the Board the existing sign on the property was installed with a permit in 1995 at which time the property was zoned M-1 (Light Industrial). Mr. Grusnick said that later in 1995, the property was rezoned to B-3 (General Business) noting the Sign Code allows two (2) ground signs in the B-3 zoning district within a zero (0) to twenty (20) foot setback. Mr. Grusnick

said the Sign Code currently allows one ground sign at a maximum of 50 square feet in size and a second ground sign at a maximum of 36 square feet in size. Mr. Grusnick reported the department received no responses to the public hearing notices.

Present were William Short of Huron Sign Company and Quentin Jeffries, representative of Belle Tire corporate office.

Mr. Short said Belle Tire would like to replace the existing sign with a smaller sign in both height and width and install it on the existing poles and foundation. He indicated they are seeking relief from the required setback because new footings would require moving the existing landscaping and flagpole. In addition, Mr. Short said because the sign would be lower in height, the parked cars to the west would block the view of the sign from westbound Maple Road traffic. He addressed existing signs in the vicinity with similar setbacks. Mr. Short indicated the existing Belle Tire sign could remain because it is still functional.

Mr. Jeffries said Belle Tire would like to replace the existing sign with the new standard corporate sign. He indicated that Belle Tire does not intend to install a second sign.

Mr. Grusnick displayed pictures of neighboring signs from both the west and east views of Belle Tire.

There was discussion on:

- Legally nonconforming sign(s).
- Allowable sign dimensions.
- Neighboring signs to west and east as relates to uniformity.
- Compromise on dimensions/size to be more in uniform with neighboring signs.
- Variances run with the property.

Chair Dziurman opened the floor for public comment.

Toby Buechner of Troy Gymnastics, 1600 W Maple, addressed concerns with the proposed sign blocking the sign for Troy Gymnastics.

With no one else present who wished to speak, Chair Dziurman closed the floor for public comment.

Moved by: Kischnick
Support by: Brooks

RESOLVED, To grant the variance request with the conditions that signage is limited to one (1) sign and limited up to 86 square feet in size, for the following reasons:

1. The variance would not be contrary to the public interest or general purpose and intent of Chapter 85.
2. The variance does not adversely affect properties in the immediate vicinity of the proposed sign.
3. The petitioner has a hardship or practical difficulty resulting from the unusual characteristics of the property that precludes reasonable use of the property, more specifically because of the change in zoning.

Yeas: All present (4)
 Absent: Carolan

MOTION CARRIED

4. COMMUNICATIONS

None.

5. PUBLIC COMMENT

None.

6. MISCELLANEOUS BUSINESS

Chair Dziurman addressed photo identification cards for Board members.

7. ADJOURNMENT

The Regular meeting of the Building Code Board of Appeals adjourned at 3:27 p.m.

Respectfully submitted,


 Theodore Dziurman, Chair


 Kathy L. Czarnecki, Recording Secretary

BUILDING CODE BOARD OF APPEALS SIGN-IN SHEET

March 5, 2014

NAME (PLEASE PRINT)	ADDRESS
Bill Short	
Cristina Jefferson	

BUILDING CODE BOARD OF APPEALS MEETING SIGN-IN SHEET

March 5, 2014

Chair Edmunds called the Special/Study meeting of the Troy City Planning Commission to order at 7:00 p.m. on April 22, 2014 in the Council Chamber of the Troy City Hall.

1. ROLL CALL

Present:

Donald Edmunds
Steve Gottlieb
Michael W. Hutson
Tom Krent
Philip Sanzica
Gordon Schepke
Thomas Strat
John J. Tagle

Also Present:

R. Brent Savidant, Planning Director
Ben Carlisle, Carlisle/Wortman Associates, Inc.
Allan Motzny, Assistant City Attorney
Kathy L. Czarnecki, Recording Secretary

2. APPROVAL OF AGENDA

Resolution # PC-2014-04-025

Moved by: Hutson
Seconded by: Tagle

RESOLVED, To reverse the order of Agenda items 8 and 9.

Yes: All present (8)

MOTION CARRIED

3. APPROVAL OF MINUTES

Resolution # PC-2014-04-026

Moved by: Tagle
Seconded by: Krent

RESOLVED, To approve the minutes of the April 8, 2014 Regular meeting as published.

Yes: All present (8)

MOTION CARRIED

4. PUBLIC COMMENTS – Items not on the Agenda

There was no one present who wished to speak.

5. ZONING BOARD OF APPEALS (ZBA) REPORT

Mr. Krent gave a report on the April 15, 2014 Zoning Board of Appeals meeting.

6. DOWNTOWN DEVELOPMENT AUTHORITY (DDA) REPORT

Mr. Savidant gave a report on the April 16, 2014 Downtown Development Authority meeting.

7. PLANNING AND ZONING REPORT

Mr. Savidant addressed:

- Prospective application from Detroit Medical Center.
- Conditional Rezoning approval for Amber Town Center Townhomes and Lofts.
- Master Plan Real Estate Forum, April 29.

STUDY ITEM

9. POTENTIAL CONDITIONAL REZONING APPLICATION – Proposed Ciena Regency at Troy, (part of) 3668 Livernois, (part of) PID 88-20-22-101-034, Section 22, Currently Zoned R-1C (One Family Residential) District

Mr. Savidant stated the Planning Department is not in receipt of an application and/or the applicable fee for this item. He said the item is in front of the Board this evening for dialogue purposes only, no action will be taken, nor is it a Public Hearing. Mr. Savidant informed the audience of the procedure that would be followed should the applicant go forward with an application.

Mr. Motzny addressed the procedure for public comment.

Mr. Carlisle said a complete review was not conducted because there is not an official application or fee submitted. He addressed the conceptual site plan as follows:

- Proposed development site will be split from the Zion Christian Church.
- Proposed use is a skilled nursing and rehabilitation care center.
 - 122 beds.
 - Post-hospital services, short-term rehabilitation to long term care.
 - No outpatient rehabilitation.
- Proposed use is interpreted as a Convalescent Center under the Zoning Ordinance and is not a permitted use in R-1C zoning district. Convalescent Centers relate to a higher degree of staffing and a higher level of State regulations.
- Conditions of the Conditional Rezoning have not been indicated by the applicant.
- Applicant must meet specific use standards of Section 6.25 of the Zoning Ordinance.

- Applicant must provide 50-foot greenbelt setback requirement to the north, or obtain a variance from Zoning Board of Appeals.
- Applicant is required to submit a traffic impact study.
- Applicant is seeking direction from the Planning Commission to move forward with the application.

Present to represent the prospective applicant were Brian Jilbert of NSA Architects, David Stobb, General Counsel for Ciena Healthcare and Steve Sorensen of Professional Engineers Associates.

Mr. Jilbert addressed the services that would be offered by the skilled nursing facility and identified existing Ciena nursing care facilities in Michigan.

Chair Edmunds opened the floor for public comment.

The following people spoke in opposition to the proposed development.

- Brian Wattles, 3864 Livernois
- Floriane Bishay, 3459 Talbot
- Anthony Leo, 34727 Bunker Hill, Farmington Hills (submitted 36 written signatures in opposition)
- Barb Lemaigre, 90 Wendelton
- Anne Smith, 3950 Ruthland
- Cynthia Khan, (no address) representative of Pakistani and Indian church
- Karen Crusse, 55 Timberview, Westwood Homeowners Association
- Beth Schwark, 3252 Frankton
- Cory Milliken, 117 Biltmore
- Alicia Hartig, 2541 (cannot read street name)
- David Leo, (453 Mayapple and 2703 Downey)
- Reda Y. Megally, 4940 Hubbard (submitted rezoning protest signatures in opposition)

Dick Ramsdell, Zion Christian Church, 3668 Livernois, addressed the due diligence, analysis and process of the sale of the property. He offered the church as a venue for discussion with those concerned about the proposed development.

Chair Edmunds closed the floor for public comment.

Mr. Hutson said he would not support the prospective conditional rezoning based on the 20/20 Vision study, the Master Plan and Zoning Ordinance interpretation of a Convalescent Center.

Discussion followed. In general, the remainder of Board members said they would keep an open mind and remain neutral until the applicant submits a Conditional Rezoning application.

The prospective applicants addressed:

- Benefit of facility near church and community services.
- Traffic study.
- Access point(s).
- Shared parking.
- Residential design of facility.
- Mitigation of neighbors’ concerns.
- Tours for Board members of existing facilities.
- Purchase Agreement with church subject to rezoning approval.
- Certificate of Need obtained; loss of beds should proposed development fail.

The Board members and City staff encouraged communication among the neighboring residents, church members and applicant.

Chair Tagle requested a recess at 8:20 p.m. The meeting reconvened at 8:27 p.m.

PLANNED UNIT DEVELOPMENT

8. **PLANNED UNIT DEVELOPMENT APPLICATION (File Number PUD 8-A) – Proposed Big Beaver Place, North side of Big Beaver, East of John R, Section 24, Currently Zoned PUD #8 (Planned Unit Development #8) District**

Mr. Savidant said the applicant is seeking direction from the Board whether the proposed development is consistent with the Conceptual Development Plan (CDP) previously approved in 2007 and since expired.

Mr. Carlisle reviewed the proposed Conceptual Development Plan and addressed:

- PUD process.
- Comparisons between the previously approved CDP and the revised CDP.
- Circulation; parking, access point(s).
- Site arrangement.
- Transparency of signage and window covering.

Present were Brad Boyer of URS Corporation and the applicant, Jack Berke of Affinity RE LLC. Colored elevations of the commercial phase were circulated.

Discussion followed on:

- Outdoor seating.
- Access points.
- Drive-through restaurant.
- Water feature.

- Parking.
- Bioswales.
- Unit size of single family residential.

The Board members concurred that the revised Conceptual Development Plan appears to be consistent with the formerly approved plan.

10. PUBLIC COMMENT – Items on Current Agenda

There was no one present who wished to speak.

11. PLANNING COMMISSION COMMENT

There were general Planning Commission comments.

The Special/Study meeting of the Planning Commission adjourned at 9:06 p.m.

Respectfully submitted,

Donald Edmunds, Chair

Kathy L. Czarnecki, Recording Secretary

G:\Planning Commission Minutes\2014 PC Minutes\Draft\2014 04 22 Special Study Meeting_Draft.doc

Chair Edmunds called the Special/Study meeting of the Troy City Planning Commission to order at 7:00 p.m. on April 22, 2014 in the Council Chamber of the Troy City Hall.

1. ROLL CALL

Present:

Donald Edmunds
Steve Gottlieb
Michael W. Hutson
Tom Krent
Philip Sanzica
Gordon Schepke
Thomas Strat
John J. Tagle

Also Present:

R. Brent Savidant, Planning Director
Ben Carlisle, Carlisle/Wortman Associates, Inc.
Allan Motzny, Assistant City Attorney
Kathy L. Czarnecki, Recording Secretary

2. APPROVAL OF AGENDA

Resolution # PC-2014-04-025

Moved by: Hutson
Seconded by: Tagle

RESOLVED, To reverse the order of Agenda items 8 and 9.

Yes: All present (8)

MOTION CARRIED

3. APPROVAL OF MINUTES

Resolution # PC-2014-04-026

Moved by: Tagle
Seconded by: Krent

RESOLVED, To approve the minutes of the April 8, 2014 Regular meeting as published.

Yes: All present (8)

MOTION CARRIED

4. PUBLIC COMMENTS – Items not on the Agenda

There was no one present who wished to speak.

5. ZONING BOARD OF APPEALS (ZBA) REPORT

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6. DOWNTOWN DEVELOPMENT AUTHORITY (DDA) REPORT

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- PUD process.
- Comparisons between the previously approved CDP and the revised CDP.
- Circulation; parking, access point(s).
- Site arrangement.
- Transparency of signage and window covering.

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- Access points.
- Drive-through restaurant.
- Water feature.

- Parking.
- Bioswales.
- Unit size of single family residential.

The Board members concurred that the revised Conceptual Development Plan appears to be consistent with the formerly approved plan.

10. PUBLIC COMMENT – Items on Current Agenda

There was no one present who wished to speak.

11. PLANNING COMMISSION COMMENT

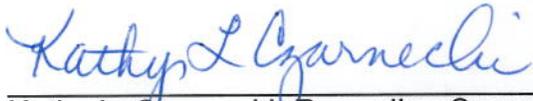
There were general Planning Commission comments.

The Special/Study meeting of the Planning Commission adjourned at 9:06 p.m.

Respectfully submitted,



Donald Edmunds, Chair



Kathy L. Czarnecki, Recording Secretary

**Rehmann Robson**

1500 W. Big Beaver Rd.
2nd Floor
Troy, MI 48084
Ph: 248.952.5000
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April 30, 2014

Honorable Mayor and City Council Members
City of Troy
500 W. Big Beaver
Troy, MI 48084

Enclosed is the engagement letter for the *City of Troy* for the year ending June 30, 2014. *Government Auditing Standards* (as amended) require that we communicate, during the planning stage of an audit, certain information to the City Council. This information includes the auditors' responsibilities in a financial statement audit, including our responsibilities for testing and reporting on compliance with laws and regulations and internal control over financial reporting. The engagement letter includes the items which must be communicated to the City Council.

Therefore, please make copies of the attached engagement letter and forward the copies to the City Council.

Please sign and return the enclosed copy of the attached engagement letter to us at your earliest convenience.

Sincerely,

A handwritten signature in black ink that reads "Rehmann Robson LLC".

Enclosures

April 30, 2014

Honorable Mayor and City Council Members
City of Troy
500 W. Big Beaver
Troy, MI 48084

We are pleased to confirm our understanding of the services we are to provide the *City of Troy* (the "City") for the year ending June 30, 2014. We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of the City as of and for the year ending June 30, 2014. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis
2. Schedule of Funding Progress and Employer Contributions - Employer Retirement System
3. Schedule of Funding Progress and Employer Contributions - Incentive Plan for Volunteer Firefighters
4. Schedule of Funding Progress and Employer Contributions - Other Post Employment Benefits

We have also been engaged to report on supplementary information other than RSI, such as combining and individual fund financial statements, that accompanies the City's basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

1. Combining and individual fund financial statements
2. Schedule of expenditures of federal awards

The following other information accompanying the basic financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and for which our auditor's report will disclaim an opinion:

1. Introductory section of the Comprehensive Annual Financial Report
2. Statistical section of the Comprehensive Annual Financial Report

Audit Objectives

The objective of our audit is the expression of opinions as to whether the City's financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the basic financial statements taken as a whole. Our audit of the City's financial statements does not relieve management or those charged with governance of their responsibilities. The objective also includes reporting on -

- Internal control related to the financial statements and compliance with laws, regulations, and the provisions of contracts or grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control related to major programs and an opinion (or disclaimer of opinion) on compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and *OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations*.

The reports on internal control and compliance will each include a paragraph that states that the purpose of the report is solely to describe (1) the scope of testing of internal control over financial reporting and compliance and the result of that testing and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance, (2) the scope of testing internal control over compliance for major programs and major program compliance and the result of that testing and to provide an opinion on compliance but not to provide an opinion on the effectiveness of internal control over compliance, and (3) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering internal control over financial reporting and compliance and with *OMB Circular A-133* in considering internal control over compliance and major program compliance. The paragraph will also state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of *OMB Circular A-133*, and will include tests of accounting records, a determination of major program(s) in accordance with *Circular A-133*, and other procedures we consider necessary to enable us to express such opinions and to render the required reports. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs to our audit report. If our opinions on the financial statements or the Single Audit compliance opinion are other than unmodified, we will discuss the reasons with management in advance. If circumstances occur and come to our attention related to the condition of the City's records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements

caused by error, fraudulent financial reporting, or misappropriation of assets, or we become aware that information provided by the entity is incorrect, incomplete, or otherwise unsatisfactory which in our professional judgment prevent us from completing the audit or forming an opinion on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawing from the engagement.

The concept of materiality is inherent in the work of an independent auditor. An auditor places greater emphasis on those items that have, on a relative basis, more importance to the financial statements and greater possibilities of material error than with those items of lesser importance or those in which the possibility of material error is remote. For this purpose, materiality has been defined as "the magnitude of an omission or misstatement of accounting and financial reporting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would have been changed or influenced by the omission or misstatement."

Management Responsibilities

Management is responsible for the basic financial statements, schedule of expenditures of federal awards, and all accompanying information as well as all representations contained therein. Management is also responsible for identifying government award programs and understanding and complying with the compliance requirements, and for preparation of the schedule of expenditures of federal awards in accordance with the requirements of OMB Circular A-133. As part of the audit, we will assist with preparation of the City's financial statements, schedule of expenditures of federal awards, and related notes. Management will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and the schedule of expenditures of federal awards and that management has reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Management agrees to assume all management responsibilities for any nonaudit services we provide; oversee the services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, and/or experience evaluate the adequacy and results of these or other nonattest services performed by our Firm; and understand and accept responsibility for the results of such services.

Management is responsible for designing, implementing, and maintaining effective internal controls, including internal controls over compliance, and for ongoing monitoring activities, to help ensure that appropriate goals and objectives are met and that there is reasonable assurance that government programs are administered in compliance with compliance requirements. Management is also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements conformity with an acceptable financial reporting framework, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements. Management is responsible for determining, and has determined, that the applicable and appropriate financial reporting framework to be used in the preparation of the City's financial statements is accounting principles generally accepted in the United States of America (GAAP).

Management is also responsible for making all financial records and related information available to us, and for ensuring that management is reliable and financial information is reliable and properly recorded. Management is also responsible for providing us with (1) access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request from management for the purpose of the audit, and (3) unrestricted access to persons within the City from whom we determine it necessary to obtain audit evidence.

Management's responsibilities also include identifying significant vendor relationships in which the vendor has the responsibility for program compliance and for the accuracy and completeness of that information. Management's responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

We understand that management will provide us with such information required for our audit, including a reasonably adjusted trial balance, and that management is responsible for the accuracy and completeness of that information. Assistance provided by our Firm in the preparation of a reasonably adjusted trial balance is considered an additional billable service.

We will advise management about appropriate accounting principles and their application and may assist in the preparation of the City's financial statements, but the responsibility for the financial statements remains with management with oversight by those charged with governance. As part of our engagement, we may propose standard, adjusting, or correcting journal entries to the City's financial statements. Management is responsible for reviewing the entries, understanding the nature of any proposed entries and the impact they have on the financial statements, and the implications of such entries on the City's internal control over financial reporting. Further, the City is responsible for designating a qualified management-level individual to be responsible and accountable for overseeing these services.

Management is responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Management's responsibilities include informing us of its knowledge of any allegations of fraud, suspected fraud or illegal acts affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, management is responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants. Additionally, as required by OMB Circular A-133, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan. The summary schedule of prior audit findings should be available for our review at the conclusion of fieldwork.

Management is responsible for preparation of the schedule of expenditures of federal awards in conformity with OMB Circular A-133. Management agrees to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we reported on the schedule of expenditures of federal awards. Management also agrees to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon OR make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Management's responsibilities include acknowledging to us in the representation letter that (a) management is responsible for presentation of the schedule of expenditures of federal awards in accordance with OMB Circular A-133; (b) that management believes the schedule of expenditures of federal awards, including its form and content, is fairly presented in accordance with OMB Circular A-133; (c) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (d) management has disclosed to us any significant assumptions or

interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

Management is also responsible for the preparation of the other supplementary information, which we have been engaged to report on, that is presented fairly in relation to the basic financial statements. Management agrees to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. Management also agrees to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Management's responsibilities include acknowledging to us in the representation letter that (a) management is responsible for presentation of the supplementary information in accordance with GAAP; (b) that management believes the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (c) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (d) management has disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. Management is also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as management's planned corrective actions, for the report, and for the timing and format for providing that information.

During the course of our engagement, we will request information and explanations from management regarding the City's operations, internal control over financial reporting, various matters concerning fraud risk, future plans, specific transactions, and accounting systems and procedures. At the conclusion of our engagement, we will require, as a precondition to the issuance of our report, that management provide certain representations in a written management representation letter.

Audit Procedures - General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with auditing standards generally accepted in the United States of

America and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, creditors, and financial institutions. We may request written representations from the City's attorneys as part of the engagement, and they may bill the City for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from management about the financial statements and related matters.

We have advised the City of the limitations of our audit regarding the detection of fraud and the possible effect on the financial statements (including misappropriation of cash or other assets) not withstanding our obligations per the Single Audit Amendments of 1996 and OMB Circular A-133. We can, as a separate engagement, perform extended procedures specifically designed to potentially detect defalcations. Management acknowledges that the City has not engaged us to do so and does not wish us to do so at this time.

Audit Procedures - Internal Controls

Our audit will include obtaining an understanding of the entity and its business environment, including internal control over financial reporting sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures that are appropriate in the circumstances. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by OMB Circular A-133, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to OMB Circular A-133.

An audit is not designed to provide assurance on internal control, or to identify significant deficiencies or material weaknesses in internal control, or to express an opinion on the effectiveness of internal control over financial reporting. However, during the audit, we will communicate to the appropriate level of management and those charged with governance internal control related matters that are required to be communicated under professional standards, *Government Auditing Standards* and OMB

Circular A-133. These matters refer to significant matters related to the financial statement audit that are, in our professional judgment, relevant to the responsibilities of those charged with governance in overseeing the entity's financial reporting process. When applicable, we are responsible for communicating certain matters required by laws or regulations, or by additional requirements that may be applicable to this engagement. Auditing standards generally accepted in the United States of America do not require the independent auditor to design or perform procedures for the purpose of identifying other matters to communicate with those charged with governance. Management is responsible for assessing the implications of and correcting any internal control-related matters brought to the entity's attention by us.

Audit Procedures - Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City's compliance with provisions of applicable laws and regulations and the provisions of contracts and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

OMB Circular A-133 requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Circular A-133 Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the City's major programs. The purpose of those procedures will be to express an opinion on the City's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to OMB Circular A-133.

Engagement Administration, Fees, and Other

Our fees for the audit services for the year ending June 30, 2014 will be as follows:

Comprehensive Financial Statements and Single Audit	\$ 57,000
Downtown Development Authority Financial Statements	3,070
Brownfield Redevelopment Authority Financial Statements	1,800
Local Development Financing Authority Financial Statements	<u>1,950</u>
Total	<u>\$ 63,820</u>

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation.

This fee is based on the assumption that unexpected circumstances will not be encountered during the audit. This fee is based on anticipated cooperation from the City personnel, continued readiness and proactive assistance on their part in providing us with complete and accurate information (whether financial or nonfinancial in nature) considered necessary by us to form an appropriate opinion, and the assumption that unexpected circumstances will not be encountered during the audit. Such circumstances include, but are not necessarily limited to significant addition or deletion of funds, component units or related entities and first-time application of significant new professional accounting or auditing pronouncements. In addition, the fee above assumes management will analyze

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and maintain appropriate support for significant valuation assertions embodied in the financial statements.

If significant additional time is necessary, we will discuss the related circumstances with management and arrive at a new fee estimate, which may or may not occur before we incur the additional time. In these circumstances, we may also issue a change order form (an attached example is provided).

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and a corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with management the electronic submission and certification. If applicable, we will provide copies of our reports for the City to include with the reporting package the City will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audits.

The audit documentation for this engagement is the property of Rehmann and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to a cognizant or grantor agency for audit or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify management of any such request. If requested, access to such audit documentation will be provided under the supervision of Rehmann personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the cognizant agency, oversight agency for audit, or pass-through entity. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the parties contesting the audit finding for guidance prior to destroying the audit documentation.

Our audit engagement ends on delivery of our audit report to the City Council at the Regular or Special Board meeting. Any follow-up services that might be required will be part of a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service.

Government Auditing Standards require that we provide the City with a copy of our most recent external peer review report and any subsequent peer review reports received during the period of the contract. Our 2011 peer review report accompanies this letter.

This engagement letter and the attached Rehmann Audit Engagement Letter Terms reflect the entire understanding between us relating to the audit services covered by this agreement. This agreement may not be amended or varied except by a written document signed by both parties. It replaces and supersedes any previous proposals, correspondence, and understandings, whether written or oral. The agreements of the City and Rehmann contained in this document shall survive the completion or termination of this engagement. If any term hereof is found unenforceable or invalid, this shall not

Honorable Mayor and City Council Members
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affect the other terms hereof, all of which shall continue in effect as if the stricken term had not been included.

We appreciate the opportunity to be of service to the City and believe the arrangements outlined above and in the attached Rehmann Audit Engagement Letter Terms accurately summarize the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement, please sign the enclosed copy of this document and return it to us.



Gerald J. Desloover, CPA
Principal
Executive responsible for supervising the
engagement and signing our report

ACKNOWLEDGED AND ACCEPTED:

This letter correctly sets forth the understanding of the *City of Troy*.

Officer Signature

Printed Name

Title

Date

Rehmann Audit Engagement Letter Terms

ADDITIONAL SERVICES - The Governmental Entity may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with management regarding the scope of the additional services and the estimated fees. We also may issue a change order form (an attached example is provided), or a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

CODE OF CONDUCT - Management is responsible for identifying any violations by employees of the Governmental Entity's code of conduct.

CHANGES IN STANDARDS, LAWS AND REGULATIONS - We perform services for the Governmental Entity based on present professional standards, laws and regulations. While we may on occasion be able to communicate with management with respect to changes in professional standards, laws and regulations, as a general principle we cannot undertake with clients to advise them of every change that may occur. The Governmental Entity can always obtain reassurance in this regard by contacting us for an updated review of the Governmental Entity's situation.

MANAGEMENT'S REPRESENTATIONS - The procedures we will perform in our engagement and the conclusions we reach as a basis for our report will be heavily influenced by the written and oral representations that we receive from management. Accordingly, misleading, incomplete or omitted representations could cause us to expend unnecessary efforts or could cause material error or a fraud to go undetected by our procedures.

CLIENT ASSISTANCE - We understand that the Governmental Entity's employees will prepare all cash, accounts receivable, and other confirmations we request and will locate and refile any documents selected by us for testing. In addition, management will provide us with copies of all minutes and other documents that we believe may have a bearing on our evaluation of the Governmental Entity's financial affairs.

WORK SPACE - The Governmental Entity shall provide reasonable work space for Rehmann personnel at audit work sites, as well as occasional clerical support services. The Governmental Entity understands that Rehmann's performance is dependent on the Governmental Entity's timely and effective satisfaction of its own activities and responsibilities in connection with this engagement, as well as timely decisions and approvals by Governmental Entity personnel.

ACCURACY AND COMPLETENESS OF INFORMATION - Management agrees to ensure that all information provided to us is accurate and complete in all material respects, contains no material omissions and is updated on a prompt and continuous basis. In addition, management will also be responsible for obtaining all third-party consents, if any, required to enable Rehmann to access and use any third-party products necessary to our performance.

EMAIL - The Governmental Entity acknowledges that (a) Rehmann, the Governmental Entity and others, if any, participating in this engagement may correspond or convey documentation via Internet e-mail unless the Governmental Entity expressly requests otherwise, (b) no party has control over the performance, reliability, availability, or security of Internet e-mail, and (c) Rehmann shall not be liable for any loss, damage, expense, harm or inconvenience resulting from the loss, delay, interception, corruption, or alteration of any Internet e-mail due to any reason beyond Rehmann's reasonable control.

OFFERS OF EMPLOYMENT - Professional standards require us to be independent with respect to the Governmental Entity in the performance of our services. Any discussions that management has with personnel of our Firm regarding employment could pose a threat to our independence. Therefore, we request that management inform us prior to any such discussions so that we can implement appropriate safeguards to maintain our independence.

Neither party shall, during the term of this engagement letter and for one (1) year after its termination, solicit for hire as an employee, consultant or otherwise any of the other party's personnel without such other party's express written consent. If the Governmental Entity desires to offer employment to a Rehmann associate and the associate is hired in any capacity by the Governmental Entity, a market-driven compensation placement fee may apply.

ADDITIONAL FEES AND BILLING POLICIES - It must be understood that the nature of our engagement requires us to exercise our independent professional judgment with respect to various auditing, accounting and related issues. In reaching our conclusions, we must retain the right to judge the nature and scope of the work required in order to conform to professional standards, as well as the work we deem necessary to enable us to reach the conclusions and form the opinions required of us. If our judgment as to the scope of the work required causes us to reassess our estimate of fees for this engagement, we will so advise the Governmental Entity. We reserve the right to refrain from performing additional work (and thereby incurring additional time charges) unless and until the Governmental Entity has confirmed its understanding of, and agreement to, any additional estimated charges.

Our fee estimate is based upon our discussions with management, in which management has disclosed no unusual problems or issues which would require us to conduct an audit of unusual scope or otherwise expend time and effort in excess of that normally anticipated in an engagement of this type. The estimate also assumes that we will have the full cooperation of Governmental Entity personnel, as required, and that there is a reasonable continuity of Governmental Entity personnel familiar with the matters to which our engagement relates. In addition, our fee is based on the experience level of our personnel, at their respective standard hourly rates, performing certain audit procedures at certain timeframes. If we are caused to vary from that planning formula, additional fees will need to be charged to allow for more experienced personnel performing the work, reallocation of our client priority, overtime, etc. Further, management will provide us with the schedules and records that we request (which ordinarily are detailed in a request list in advance of our fieldwork) and that all such schedules and records will be provided to us timely in accordance with the scheduled fieldwork dates, to be mutually agreed upon. If the requested schedules and records are not provided to us in accordance with the scheduled dates and we are unable to continue our work, we will resume our work as soon as the schedules and records are provided to us and our professionals assigned to the engagement again become available.

As a result of well-publicized events, global economic convergence, and the continued evolution of the accounting profession, accounting and auditing standard setters and regulators are continually evaluating the need for changes that may affect the Governmental Entity. Such changes may result in changes in financial reporting and expanding the nature, timing and scope of activities we are required to perform to provide the services discussed in this letter. Proposed changes and shortened deadlines could result in a reduction of the level of assistance and preparedness the Governmental Entity is able to provide. We expect that our clients may continue to look to us to assist them with these changes. To the extent any changes require us to increase the time required to provide the services described in this letter or to complete new tasks required by such changes, we reserve the right to adjust our fees appropriately. We will endeavor to advise the Governmental Entity of anticipated changes to our fees on a timely basis.

In accordance with our Firm policies, work may be suspended if the Governmental Entity's account becomes 30 days or more overdue and will not be resumed until the account is paid in full or we have a definitive payment agreement approved by our Firm administrator in Saginaw, Michigan. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed even if we have not issued our report. The Governmental Entity will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination.

Rehmann Audit Engagement Letter Terms

Our terms and conditions impose a late charge of 1.5% per month, which is an annual percentage rate of 18%. Balances not paid within 30 days of the receipt of invoice are past due and a late charge of 1.5% will be applied to the entire past due amount.

CLAIMS - Because there are inherent difficulties in recalling or preserving information as the period after an engagement increases, the Governmental Entity agrees that, notwithstanding the statute of limitations of any particular State or U.S. Territory, any claim based on the audit engagement must be filed within 12 months after performance of our service, unless management has previously provided us with a written notice of a specific defect in our services that forms the basis of the claim.

TERMINATION OF SERVICES - We reserve the right to suspend or terminate services for reasonable cause such as failure to pay our invoices on a timely basis or failure to provide adequate information in response to our inquiries necessary for successful performance of our audit services. Our engagement will be deemed to be completed upon written notification of termination, even if we have not completed the audit and issued our signed auditors' report. The Governmental Entity is obligated to compensate us for the time expended to that point and to reimburse us for all out-of-pocket expenditures through the date of termination.

We acknowledge the Governmental Entity's right to terminate our services at any time, and the Governmental Entity acknowledges our right to withdraw at any time, including, but not limited to, for example, instances where, in our judgment, (a) the conditions in the first paragraph of the Audit Objectives section of this letter exist, (b) our independence has been impaired, (c) we can no longer rely on the integrity of management, or (d) management fails to reasonably support our efforts to perform the engagement in accordance with what we believe is necessary to comply with professional standards, subject in either case to our right to payment for charges incurred to the date of termination or resignation.

In the event that we determine to resign, and the Governmental Entity seeks damages allegedly resulting from such resignation, our maximum liability to the Governmental Entity in the event we are held liable because of such resignation shall be limited to the fees actually paid to us for current year audit work performed up to the date of resignation.

REPRODUCTION OF FINANCIAL STATEMENTS - If the Governmental Entity voluntarily intends to publish or otherwise reproduce its financial statements concurrently with the original issuance thereon of our audit report and/or make reference to our Firm name, such as for inclusion in an annual report (such as, for example, in a CAFR), prospectus or similar document, the Governmental Entity agrees to provide us with printer's proofs, drafts, or masters for our review and approval before printing. The Governmental Entity also agrees to provide us with a copy of the final reproduced material for our approval before it is distributed. Fees, if any, for issuance or inclusion of our audit report and/or any other reference to our Firm in such other document, will be based on our standard hourly rates

If the Governmental Entity decides to include, publish or otherwise reproduce the financial statements and our report thereon at a date subsequent to their original issuance, such as for inclusion in a Preliminary or Official Statement in connection with a sale of bonds or notes, or other securities, or in a prospectus or similar offering or other document (hereinafter referred to as the "document"), our Firm is presumed not to be associated with such document, and we have no obligation to perform any procedures with respect to such document. In these circumstances, the Governmental Entity agrees to include in the document a statement that we have not been engaged to perform and have not performed, since the date of our report being reproduced, any procedures on the financial statements contained in such document or on the unaudited financial or other information contained in the document, or on the document itself. If, however, management or the Government Entity's agent (such as an underwriter, bond counsel, financial advisor, etc.) requests our involvement, such as engaging us to prepare a written acknowledgement (sometimes referred to as a "consent" or "agree to include") letter prior to including our audit report in such a

document, or engaging us to assist in preparing or reviewing financial or other information contained in such document, our Firm then becomes associated with the document and in accordance with professional standards, we will be required to perform certain limited procedures with respect to this or other unaudited information contained in the document. Fees for reissuance or inclusion of our audit report in such a document will be based on our standard hourly rates. If the Governmental Entity wishes to make reference in such a document to our Firm's role in connection with the purpose of the document, the caption "Independent Auditors" may be used to title or label that section of the document. In accordance with professional standards, the caption "Experts" should not be used, nor should our Firm be referred to as "experts" anywhere in the document.

With regard to electronic dissemination of audited financial statements, including financial statements published electronically on the Governmental Entity's Internet Web site, the Governmental Entity understands that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

INFORMAL ADVICE - As part of our engagement we may provide advice on operating, internal control over financial reporting and other matters that come to our attention. Informal advice is not considered to be a consulting service unless we have entered into a separate engagement.

THIRD PARTY PROCEEDINGS - As a result of our prior or future services to the Governmental Entity, we might be requested to provide information or documents to management or a third party in a legal, administrative, or arbitration or similar proceeding in which we are not a party. If this occurs, our efforts in complying with such requests will be deemed billable to the Governmental Entity as a separate engagement. We shall be entitled to compensation for our time and reasonable reimbursement for our expenses (including legal fees) in complying with this request. For all requests, we will observe the confidentiality requirements of our profession and will notify management promptly of the request.

PEER REVIEW - Our Firm, as well as other major accounting firms, participates in a "peer review" program covering our audit and accounting practices. This program requires that once every three years we subject our quality assurance practices to an examination by another accounting firm. As part of the process, the other firm will review a sample of our work. It is possible that the work we perform for the Governmental Entity may be selected by the other firm for their review. If it is, the other firm is bound by professional standards to keep all information confidential. If management objects to having the work we perform for the Governmental Entity reviewed by our peer reviewer, please notify us in writing.

PROMOTIONAL MATERIALS - The Governmental Entity consents to Rehmann's use of your Governmental Entity name and a factual description of the services to be performed by Rehmann under this agreement in Rehmann's advertising and promotional materials and other proposal opportunities.



EXAMPLE CHANGE ORDER

Client: *City of Troy* (the "City")

Date:

Project Description (and estimated completion date, if appropriate):

Estimated Additional Fees: \$_____

We believe it is our responsibility to exceed the City's expectations. This Change Order is being prepared because performance by us of the above project and/or additional service efforts was not anticipated in our original Agreement dated April 30, 2014. The estimated fees for the above project have been mutually agreed upon by the City and Rehmann. It is our goal to ensure that the City is never surprised by the price for any Rehmann service and, therefore, we have adopted the Change Order Policy. The estimated additional amount above is due and payable upon completion of the project described.

If management agrees with the above project description and the estimated fee amount, please authorize and date the Change Order below. A copy is enclosed for the City's records. Thank you for letting us serve the City.

Agreed to and accepted:

Officer Signature

Printed Name

Title

Date

SYSTEM REVIEW REPORT

To the Principals of Rehmann Robson
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Rehmann Robson, a member of The Rehmann Group (the Firm) applicable to non-SEC issuers in effect for the year ended March 31, 2011. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. The Firm is responsible for designing a system of quality control and complying with it to provide the Firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the Firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards*, audits of employee benefit plans, and audits performed under the Federal Deposit Insurance Corporation Improvement Act (FDICIA).

In our opinion, the system of quality control for the accounting and auditing practice of Rehmann Robson applicable to non-SEC issuers in effect for the year ended March 31, 2011, has been suitably designed and complied with to provide the Firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Rehmann Robson has received a peer review rating of *pass*.

LarsonAllen LLP
LarsonAllen LLP

Minneapolis, Minnesota
August 18, 2011



**INTERIM FINANCIAL STATEMENTS
FOR THE NINE MONTHS ENDED
MARCH 31, 2014**

CITY OF TROY
QUARTERLY REPORT
NINE MONTHS ENDED MARCH 31, 2014
HIGHLIGHTS

General Fund

Revenues

Total revenues are \$46.2 million to date. This includes recognition of total annual tax revenues of \$29.6 million. Revenues are up \$906 thousand compared to the same period last year. \$435 thousand of the increase is from transfers in to reimburse for local and major street maintenance. \$222 thousand is from increased state shared revenues. \$116 thousand is from the tax base and \$73 thousand is from building permits.

Expenditures

Total General Fund expenditures to date are \$35.6 million or 65.77% of the annual budget. This is up \$1.4 million to the prior year primarily due to the 1.) Snow and Ice removal \$1.3 million (Local \$598K, County \$348K, Major \$314K) Building Inspection costs up \$185 thousand related to the increase in building inspection activity. 2.) Engineering costs up \$177 thousand due to increased costs for consultants on road review activity. 3.) Transfers out up \$615 thousand related to the increased in budgeted transfers from the General Fund to the Capital Projects Fund.

Refuse Fund

Revenues

Refuse revenues are \$4.7 million to date. This represents an increase of \$199 thousand from prior year due to the increase in the millage rate of 0.05 mils required to meet escalating costs.

Expenditures

Expenditures to date of \$3.0 million are relatively similar for the prior year.

Library Fund

Revenues

Revenues of \$3.3 million are up \$154 thousand from the same time period in the prior year. This increase is due to funding from the culture grant of \$20 thousand and local contributions of \$108 thousand.

Expenditures

Expenditures of \$2.2 million represent 67.45% of the annual budget and are up \$87 thousand from the prior year during this time frame. The increase is primarily due to additions to the library's collection.

Capital Fund

Revenues

Revenues of \$12.7 million represent 97.14% of the fund's annual budgeted financial resources. Increases over the prior year during the same time of \$3.4 million are due primarily to the grant funding for drain projects and the transit center. In addition, the General Fund has increased transfers of \$750 thousand to date.

Expenditures

Expenditures for capital projects of \$8.5 million represent 56.5 percent of budgeted expenditures. This compares to 5.97 million in the prior year or 32.18 percent. Major expenditures include the drains and the transit center.

Sanctuary Lake Golf Course

Revenues of \$737 thousand are \$20 thousand below prior year amounts for the same time period. Expenditures for operations (“Billy Casper”) are up \$99.7 thousand due to 1.) Golf cart leases not in prior year \$36K, 2.) Repairs and maintenance up \$27K, 3.) Supplies for resale up \$15K, 4.) Personal Service up \$25K. Capital expenses are up \$106 thousand from prior year for purchases of grounds maintenance equipment..

Sylvan Glen Golf Course

Revenues of \$743 thousand are in line with prior year amounts at the end of the quarter. However, it is anticipated that revenues will be down \$140,000 by year end due to extensive green damage from winter kill. Operating expenditures (Billy Casper) are up \$34 thousand due to Golf cart leases not in prior year of \$36 thousand. Capital expenses are up \$103 thousand from prior years for purchases of grounds maintenance equipment.

Aquatic Center

Aquatic Center revenues of \$290 thousand are up \$6.6 thousand compared with prior year amounts during the same time period. Expenditures of \$359 thousand are down \$34 thousand for the same period primarily from timing differences in a variety of operating expenditures.

Sewer Fund

Revenues

Sewer fund revenues of \$9.3 million are down \$1.5 million primarily from consumption (down 8,400 mcf(s)) compared to the prior year period.

Expenditures

Sewer fund expenses of \$8.7 million are down \$500 thousand compared to the prior year period. This again is due to decreased consumption due to damper weather patterns compared to the prior year during the same time period.

Water Fund

Revenues

Water fund revenues of \$11.2 million are down \$2.0 million due primarily from consumption (down 8,400 mcf(s)) compared to the prior year.

Expenditures

Water fund expenses of \$12.8 million are down \$1.5 million due primarily from the decrease in consumption and capital expenses in the prior year of \$1.3 million.

**Quarterly Financial Report
General Fund
For the Period Ending March 31, 2014**

Description	Last Year Total Actual	Last Year Budget	Last Year Year To Date	Last Year Percent to Budget	Current Year Budget	Current Year Year To Date	Current Year % to Budget
General Fund Revenues							
TAXES	29,612,174	29,658,000	29,522,263	99.54	29,663,000	29,638,031	99.92
LICENSES AND PERMITS - BUSINESS	55,369	45,050	47,350	105.10	52,900	44,068	83.30
LICENSES AND PERMITS - NON-BUSINESS	2,199,404	1,886,500	1,621,116	85.93	2,052,000	1,709,567	83.31
FEDERAL GRANTS	12,146	7,000	0	0.00	23,000	1,400	6.09
STATE GRANTS	6,392,682	5,597,000	5,279,916	94.30	6,411,500	5,501,443	85.81
CONTRIBUTIONS FROM LOCAL UNITS	36,804	15,000	22,445	149.63	20,000	13,844	69.22
CHARGES FOR SERVICES - FEES	1,831,397	1,590,000	1,139,264	71.70	1,810,500	1,252,809	69.20
CHARGES FOR SERVICES - RENDERED	2,596,877	2,181,585	911,986	41.80	2,346,300	799,810	34.09
CHARGES FOR SERVICES - SALES	103,152	94,000	136,917	145.66	91,000	59,930	65.86
CHARGES FOR SERVICES - REC	3,004,376	2,591,000	2,230,451	86.08	2,744,500	2,113,108	76.99
FINES AND FORFEITURES	784,171	725,900	625,298	86.14	797,800	630,925	79.08
INTEREST & RENT	1,004,471	1,051,100	702,623	66.85	994,000	848,796	85.39
OTHER REVENUE	720,743	733,770	535,580	72.99	891,100	632,860	71.02
OTHER FINANCING SOURCES	2,252,993	4,883,654	2,567,539	52.57	4,190,900	3,002,079	71.63
	50,606,758	51,059,559	45,342,748	88.31	52,088,500	46,248,671	88.79
General Fund Expenditures							
FINANCE	2,543,478	2,911,973	1,913,149	65.70	2,600,960	1,658,381	63.76
POLICE	21,250,093	22,892,408	15,555,941	67.95	24,307,110	14,825,075	60.99
FIRE	4,309,551	4,541,551	3,220,819	70.92	4,770,160	3,454,028	72.41
BUILDING INSPECTION	1,770,773	1,720,244	1,116,537	64.91	1,618,260	1,301,147	80.40
ENGINEERING	1,779,929	1,791,177	1,223,551	68.31	1,908,070	1,400,855	73.42
OTHER GENERAL GOVERNMENT	1,631,078	1,803,921	1,179,753	65.40	1,910,830	1,187,646	62.15
COUNCIL/EXEC ADMINISTRATION	3,114,860	3,247,645	2,226,221	68.55	3,547,450	2,326,069	65.57
STREETS, DRAINS AND PARKS	6,477,014	7,862,776	4,813,375	61.22	8,178,620	5,909,601	72.26
RECREATION	3,575,134	3,879,078	2,657,278	68.50	3,957,940	2,591,748	65.48
NATURE CENTER	39,989	33,100	31,401	94.87	85,400	81,102	94.97
LIBRARY	0	0	0	0.00	0	0	0.00
HISTORIC DISTRICT	142,631	144,686	125,393	86.67	149,300	132,344	88.64
TRANSFERS OUT	1,134,786	1,231,000	134,786	10.95	1,120,200	750,000	66.95
	47,769,316	52,059,559	34,198,204	65.69	54,154,300	35,617,996	65.77

**Quarterly Financial Report
Refuse Fund
For the Period Ending March 31, 2014**

Description	Last Year Total Actual	Last Year Budget	Last Year Year To Date	Last Year Percent to Budget	Current Year Budget	Current Year Year To Date	Current Year % to Budget
Refuse Fund Revenues							
TAXES	4,446,398	4,468,000	4,498,432	100.68	4,600,000	4,696,246	102.09
CHARGES FOR SERVICES - SALES	6,012	4,500	4,480	99.56	6,000	3,976	66.27
INTEREST & RENT	7,875	10,000	7,625	76.25	8,000	9,028	112.84
	4,460,285	4,482,500	4,510,537	100.63	4,614,000	4,709,249	102.06
Refuse Fund Expenditures							
CONTRACTORS SERVICE	4,142,764	4,205,000	2,933,323	69.76	4,315,000	2,908,306	67.40
OTHER REFUSE EXPENDITURE	130,731	148,183	99,358	67.05	101,550	75,736	74.58
RECYCLING	58,066	72,284	43,922	60.76	74,690	43,104	57.71
	4,331,561	4,425,467	3,076,603	69.52	4,491,240	3,027,146	67.40

**Quarterly Financial Report
Downtown Dev Authority Fund
For the Period Ending March 31, 2014**

Description	Last Year Total Actual	Last Year Budget	Last Year Year To Date	Last Year Percent to Budget	Current Year Budget	Current Year Year To Date	Current Year % to Budget
Downtown Dev Authority Fund Revenues							
TAXES	320,854	498,000	506,976	101.80	216,040	216,067	100.01
INTEREST & RENT	3,178	15,000	3,178	21.19	6,000	266	4.43
2480004699101	0	0	0	0.00	120,200	0	0.00
OTHER FINANCING SOURCES	0	3,437,670	0	0.00	0	0	0.00
	324,031	3,950,670	510,154	12.91	342,240	216,333	63.21
Downtown Dev Authority Fund Expenditures							
OTHER GENERAL GOVERNMENT	401,975	410,000	398,071	97.09	109,263	58,844	53.86
TRANSFERS OUT	2,956,070	3,540,670	2,911,985	82.24	3,262,870	0	0.00
	3,358,046	3,950,670	3,310,056	83.78	3,372,133	58,844	1.75

**Quarterly Financial Report
Library Fund
For the Period Ending March 31, 2014**

Description	Last Year Total Actual	Last Year Budget	Last Year Year To Date	Last Year Percent to Budget	Current Year Budget	Current Year Year To Date	Current Year % to Budget
Library Fund Revenues							
TAXES	2,962,459	2,972,000	2,999,402	100.92	2,956,000	3,014,584	101.98
STATE GRANTS	40,413	15,001	20,181	134.53	15,000	43,880	292.53
CONTRIBUTIONS FROM LOCAL UNITS	109,669	99,000	2,123	2.14	100,000	108,046	108.05
CHARGES FOR SERVICES-FEES	3,836	3,100	3,301	106.49	3,650	2,795	76.59
CHARGES FOR SERVICES-RENDERED	19,916	19,250	14,736	76.55	20,500	14,473	70.60
CHARGES FOR SERVICES-SAL;ES	666	50	534	1068.00	100	628	628.21
FINES AND FORFEITURES	118,011	100,000	83,853	83.85	100,000	86,273	86.27
INTEREST AND RENT	18,484	13,000	12,988	99.91	13,000	14,434	111.03
OTHER REVENUE	22,539	2,750	22,108	803.93	27,750	28,241	101.77
	3,295,993	3,224,151	3,159,226	97.99	3,236,000	3,313,355	102.39
Library Fund Expenditures							
LIBRARY	2,856,967	3,128,850	2,113,094	67.54	3,261,990	2,200,135	67.45
	2,856,967	3,128,850	2,113,094	67.54	3,261,990	2,200,135	67.45

**Quarterly Financial Report
Capital Fund
For the Period Ending March 31, 2014**

Description	Last Year Total Actual	Last Year Budget	Last Year Year To Date	Last Year Percent to Budget	Current Year Budget	Current Year Year To Date	Current Year % to Budget
Capital Fund Revenues							
TAXES	6,481,465	6,516,000	6,554,859	100.60	6,480,000	6,594,551	101.77
FEDERAL GRANTS	10,597	0	0	0.00	985,000	995,000	101.02
STATE GRANTS	4,429,635	6,660,736	886,038	13.30	1,640,000	2,040,182	124.40
CONTRIBUTIONS FROM LOCAL UNITS	638,392	187,000	283,006	151.34	312,700	0	0.00
CHARGES FOR SERVICES - FEES	137,934	140,000	68,106	48.65	140,000	104,542	74.67
CHARGES FOR SERVICES - RENDERED	12,222	354,000	72,232	20.40	264,000	261,543	99.07
INTEREST & RENT	41,154	85,200	42,769	50.20	67,200	51,753	77.01
OTHER REVENUE	319,944	0	261,515	0.00	0	320,854	0.00
OTHER FINANCING SOURCES	2,895,015	5,392,788	1,356,241	25.15	3,452,500	2,591,974	75.08
	14,966,358	19,335,724	9,524,765	49.26	13,341,400	12,960,399	97.14
Capital Fund Expenditures							
FINANCE	120,470	129,000	94,818	73.50	129,000	32,291	25.03
TRANSFERS OUT	0	181,500	0	0.00	46,000	0	0.00
OTHER GENERAL GOVERNMENT	4,445,870	6,900,736	1,794,641	26.01	1,840,000	1,763,796	95.86
POLICE	52,269	265,000	8,590	3.24	520,000	408,370	78.53
FIRE	551,572	585,000	533,436	91.19	580,000	508,347	87.65
STREETS, DRAINS AND PARKS	8,517,474	9,472,494	3,081,945	32.54	10,990,400	5,239,807	47.68
RECREATION	0	300,000	0	0.00	221,000	47,365	21.43
LIBRARY	590,556	690,000	463,132	67.12	622,000	476,058	76.54
HISTORIC DISTRICT	26,926	50,000	0	0.00	46,500	0	0.00
	14,305,137	18,573,730	5,976,562	32.18	14,994,900	8,476,034	56.53

**Quarterly Financial Report
Sanctuary Lake Golf Course
For the Period Ending March 31, 2014**

Description	Last Year Total Actual	Last Year Budget	Last Year Year To Date	Last Year Percent to Budget	Current Year Budget	Current Year Year To Date	Current Year % to Budget
Sanctuary Lake Golf Course Revenues							
CHARGES FOR SERVICES - SALES	242,460	207,147	143,398	69.23	265,200	157,561	59.41
CHARGES FOR SERVICES - REC	1,052,816	1,158,311	614,266	53.03	1,213,100	579,714	47.79
INTEREST & RENT	106	0	106	0.00	0	0	0.00
	1,295,383	1,365,458	757,771	55.50	1,478,300	737,275	49.87
Sanctuary Lake Golf Course Expenditures							
SANCTUARY LAKE GREENS	1,268,634	1,022,056	873,052	85.42	1,172,700	972,779	82.95
SANCTUARY LAKE PRO SHOP	407,609	893,596	100,214	11.21	687,800	128,445	18.67
SANCTUARY LAKE CAPITAL	0	58,000	1,470	2.53	0	106,122	0.00
	1,676,243	1,973,652	974,736	49.39	1,860,500	1,207,346	64.89

**Quarterly Financial Report
Sylvan Glen Golf Course
For the Period Ending March 31, 2014**

Description	Last Year Total Actual	Last Year Budget	Last Year Year To Date	Last Year Percent to Budget	Current Year Budget	Current Year Year To Date	Current Year % to Budget
Sylvan Glen Golf Course Revenues							
CHARGES FOR SERVICES - SALES	46,465	34,886	28,072	80.47	55,916	35,768	63.97
CHARGES FOR SERVICES - REC	969,022	1,033,967	577,878	55.89	1,041,284	563,548	54.12
INTEREST & RENT	160,237	168,400	143,976	85.50	163,400	144,112	88.20
	1,175,724	1,237,253	749,927	60.61	1,260,600	743,428	58.97
Sylvan Glen Golf Course Expenditures							
SYLVAN GLEN GREENS	1,022,922	911,957	716,099	78.52	984,700	750,132	76.18
SYLVAN GLEN PRO SHOP	29,680	60,000	42,400	70.67	78,900	16,979	21.52
SYLVAN GLEN CAPITAL	0	44,700	0	0.00	224,400	103,422	46.09
	1,052,603	1,016,657	758,499	74.61	1,288,000	870,533	67.59

**Quarterly Financial Report
Aquatic Center Fund
For the Period Ending March 31, 2014**

Description	Last Year Total Actual	Last Year Budget	Last Year Year To Date	Last Year Percent to Budget	Current Year Budget	Current Year Year To Date	Current Year % to Budget
Aquatic Center Fund Revenues							
CHARGES FOR SERVICES - REC	441,772	559,048	252,819	45.22	542,000	241,840	44.62
INTEREST & RENT	39,650	30,400	30,306	99.69	38,400	47,962	124.90
OTHER REVENUE	2	0	2	0.00	100	1	0.50
	481,423	589,448	283,126	48.03	580,500	289,803	49.92
Aquatic Center Fund Expenditures							
AQUATIC CENTER	542,185	610,700	392,923	64.34	570,800	359,377	62.96
CAPITAL	0	0	0	0.00	58,000	0	0.00
	542,185	610,700	392,923	64.34	628,800	359,377	57.15

**Quarterly Financial Report
Sewer Fund
For the Period Ending March 31, 2014**

Description	Last Year Total Actual	Last Year Budget	Last Year Year To Date	Last Year Percent to Budget	Current Year Budget	Current Year Year To Date	Current Year % to Budget
Sewer Fund Revenues							
CHARGES FOR SERVICES - FEES	152,032	80,000	123,726	154.66	120,000	106,154	88.46
CHARGES FOR SERVICES - RENDERED	12,826,830	12,950,000	10,637,948	82.15	14,304,000	9,126,328	63.80
INTEREST & RENT	79,717	165,000	84,111	50.98	115,000	100,174	87.11
OTHER REVENUE	197,532	0	7,000	0.00	0	0	0.00
	13,256,111	13,195,000	10,852,784	82.25	14,539,000	9,332,656	64.19
Sewer Fund Expenditures							
COST OF SALES AND SERVICES	9,711,070	9,600,000	6,991,087	72.82	10,193,000	6,841,680	67.12
ADMINISTRATION	1,822,355	620,731	1,250,836	201.51	636,720	1,192,980	187.36
CAPITAL	0	1,800,000	183,138	10.17	1,800,000	320,822	17.82
MAINTENANCE	692,095	1,018,817	486,699	47.77	1,096,250	391,867	35.75
TRANSFERS OUT	0	542,310	333,296	61.46	527,050	0	0.00
	12,225,521	13,581,858	9,245,056	68.07	14,253,020	8,747,350	61.37

**Quarterly Financial Report
Water Fund
For the Period Ending March 31, 2014**

Description	Last Year Total Actual	Last Year Budget	Last Year Year To Date	Last Year Percent to Budget	Current Year Budget	Current Year Year To Date	Current Year % to Budget
Water Fund Revenues							
CHARGES FOR SERVICES - FEES	842,534	681,000	709,387	104.17	718,000	569,436	79.31
CHARGES FOR SERVICES - RENDERED	51,963	51,000	41,775	81.91	51,000	31,918	62.58
CHARGES FOR SERVICES - SALES	15,066,707	14,896,000	12,357,586	82.96	16,396,000	10,567,582	64.45
INTEREST & RENT	56,203	122,000	64,677	53.01	79,000	80,369	101.73
OTHER REVENUE	330,884	0	91,187	0.00	0	0	0.00
	16,348,291	15,750,000	13,264,612	84.22	17,244,000	11,249,305	65.24
Water Fund Expenditures							
TRANS AND DISTRIBUTION	122,214	354,850	89,503	25.22	377,570	46,655	12.36
CUSTOMER INSTALLATION	105,965	102,181	78,991	77.31	114,250	79,107	69.24
CONTRACTORS SERVICE	212,569	197,650	136,504	69.06	211,350	159,539	75.49
MAIN TESTING	30,702	67,642	24,934	36.86	77,860	18,542	23.81
MAINTENANCE OF MAINS	310,382	492,976	215,746	43.76	533,630	286,737	53.73
MAINTENANCE OF SERVICES	175,837	291,424	135,278	46.42	327,780	140,111	42.75
MAINTENANCE OF METERS	538,028	587,486	378,590	64.44	632,130	386,132	61.08
MAINTENANCE OF HYDRANTS	176,017	376,376	166,678	44.28	403,580	254,042	62.95
WATER METERS & TAP-INS	220,847	337,459	156,411	46.35	354,710	215,357	60.71
COST OF SALES AND SERVICES	9,311,146	9,115,000	7,701,014	84.49	10,665,000	7,335,803	68.78
ADMINISTRATION	3,110,354	717,128	2,350,516	327.77	738,610	2,335,913	316.26
CAPITAL	0	5,125,000	2,753,944	53.74	4,300,000	1,423,739	33.11
WATER METER READING	34,376	65,928	52,498	79.63	73,560	24,656	33.52
ACCOUNTING & COLLECTING	91,362	171,590	128,265	74.75	197,300	130,591	66.19
	14,439,799	18,002,690	14,368,872	79.82	19,007,330	12,836,923	67.54

**Quarterly Financial Report
Motor Pool
For the Period Ending March 31, 2014**

Description	Last Year Total Actual	Last Year Budget	Last Year Year To Date	Last Year Percent to Budget	Current Year Budget	Current Year Year To Date	Current Year % to Budget
Motor Pool Revenues							
CHARGES FOR SERVICES	1,584	15,000	1,584	10.56	13,000	42,607	327.75
CHARGES FOR SERVICES - RENDERED	165,353	122,100	127,612	104.51	211,430	87,147	41.22
INTEREST & RENT	3,094,450	3,297,500	2,347,351	71.19	3,442,470	2,582,561	75.02
OTHER REVENUE	286,294	356,000	216,866	60.92	410,500	369,983	90.13
	3,547,681	3,790,600	2,693,412	71.06	4,077,400	3,082,298	75.59
Motor Pool Expenditures							
ADMINISTRATION	347,840	468,509	249,582	53.27	489,920	277,497	56.64
OPERATION AND MAINTENANCE	2,686,754	2,700,767	1,621,668	60.04	2,815,440	2,088,272	74.17
DPW FACILITY MAINTENANCE	255,810	352,000	196,099	55.71	329,100	200,577	60.95
CAPITAL	0	1,320,464	74,373	5.63	1,393,200	220,152	15.80
	3,290,405	4,841,740	2,141,722	44.23	5,027,660	2,786,497	55.42

City of Troy
Schedule of Cash and Investments
Mar 2014

Fund	Financial Institution	Acct #	G/L Account	Balance per Bank (cost)	Outstanding Checks	Deposits in Transit	Transfers	Other Items	Balance per Books
Trust & Agency Fund	Comerica	1852985173	701.1001.001	\$ 2,082,565.72	\$ (30,419.38)	\$ 9,450.00	\$ 127,898.78	\$ -	\$ 2,189,495.12
Trust & Agency Fund	Fifth Third Bank	7509286493	701.1001.100	\$ 557,856.54	\$ -	\$ -	\$ -		\$ 557,856.54
DDA	Bank of NY Mellon	677706	394.1017.160	\$ 1,368,964.03					\$ 1,368,964.03
Sewer	Huntington Bank	07382450957	590.1001.180	\$ 709,962.44					\$ 709,962.44
Budget Stabilization	Huntington Bank	07382450944	257.1120	\$ 2,144,593.72					\$ 2,144,593.72
Water	Fifth Third Securities	069-038407	591.1001.100	\$ 339,533.65					\$ 339,533.65
Water	Fifth Third Securities	069-038407	591.1120	\$ 3,781,832.13					\$ 3,781,832.13
Water	Comerica	1852675147	591.1017.110	\$ 5,528,640.07					\$ 5,528,640.07
Water	Huntington Bank	07382450177	591.1003	\$ 183,127.13					\$ 183,127.13
Sanctuary Lake Golf Course - Operating	Fifth Third Bank	7913275280	583.1001.100	\$ 223,290.11	\$ (6,437.13)	\$ 3,199.01			\$ 220,051.99
Sanctuary Lake Golf Course - Onsite	Fifth Third Bank	7913275272	583.1001.130	\$ 10,207.04	\$ (58.71)				\$ 10,148.33
Sylvan Glen Golf Course - Operating	Fifth Third Bank	7913275306	584.1001.100	\$ 77,130.41	\$ (6,137.39)				\$ 70,993.02
Sylvan Glen Golf Course - Onsite	Fifth Third Bank	7913275264	584.1001.130	\$ 1,618.18	\$ (398.36)				\$ 1,219.82
Pooled Fund	Comerica	1852985181	751.1001.001	\$ 39,900,870.94	\$ (1,298,836.35)	\$ 95,584.48	\$ (127,898.78)	\$ (175,441.21)	\$ 38,394,279.08
Pooled Fund	Fifth Third Bank	7509286444	751.1001.100	\$ 964,361.83	\$ -	\$ -	\$ -	\$ (7,956.18)	\$ 956,405.65
Pooled Fund	MBIA-Class	MI-01-0290-0001	751.1120	\$ 1,695,190.43					\$ 1,695,190.43
Pooled Fund	Huntington Bank	01381713471	751.1001.140	\$ 605,410.97					\$ 605,410.97
Pooled Fund	The Private Bank	501003	751.1003	\$ 1,088,255.48					\$ 1,088,255.48
Pooled Fund	The Private Bank	568100	751.1003	\$ 2,156,265.19					\$ 2,156,265.19
Pooled Fund	Flagstar	1016345012	751.1003	\$ 3,733,149.03					\$ 3,733,149.03
Pooled Fund	Bank of Michigan	110000654	751.1003	\$ 206,242.78					\$ 206,242.78
Pooled Fund	Comerica	1852675154	751.1120	\$ 1,199,980.97					\$ 1,199,980.97
Pooled Fund	Comerica	P1R-131229	751.1001.230	\$ 1,543.05					\$ 1,543.05
Pooled Fund	Comerica	P1R-131229	751.1120	\$ 10,032,332.10					\$ 10,032,332.10
Pooled Fund	The Private Bank	503615	751.1003	\$ 1,753,081.79					\$ 1,753,081.79
Pooled Fund	Huntington Bank	07382448749	751.1003	\$ 1,120,055.31					\$ 1,120,055.31
Pooled Fund	Morgan Stanley Smith Barney	310-144417-526-1-0	751.1001.230	\$ 2,034,518.33					\$ 2,034,518.33
Pooled Fund	Morgan Stanley Smith Barney	089-128204-227-1-0	751.1001.230	\$ 7,508,742.07					\$ 7,508,742.07
Pooled Fund	Morgan Stanley Smith Barney	089-128204-227-1-0	751.1120	\$ 6,285,670.67					\$ 6,285,670.67
Pooled Fund	Fifth Third Securities	069-005851	751.1001.230	\$ 803,100.77					\$ 803,100.77
Pooled Fund	Fifth Third Securities	069-005851	751.1120	\$ 37,202,726.07					\$ 37,202,726.07
Total				\$ 135,300,818.95	\$ (1,342,287.32)	\$ 108,233.49	\$ -	\$ (183,397.39)	\$ 133,883,367.73



Berkley • Beverly Hills • Birmingham • Clawson • Ferndale • Hazel Park • Huntington Woods • Lathrup Village • Oak Park • Pleasant Ridge • Royal Oak • Troy

QUARTERLY REPORT APRIL 2014

BOARD OF TRUSTEES	
Representative	Municipality
J. Bais-DiSessa	City of Berkley
C. Wilson	Village of Beverly Hills
L. Wood	City of Birmingham
M. Pollock	City of Clawson
A. Lynch	City of Ferndale
A. LeCureaux	City of Hazel Park
A. Sullivan	City of Huntington Woods
M. Baumgarten	City of Lathrup Village
R. Fortura	City of Oak Park
S. Pietrzak	City of Pleasant Ridge
G. Rassel	City of Royal Oak
T. Richnak	City of Troy

OFFICERS	
Chairman:	G. Rassel
Vice Chair:	C. Wilson
Secretary:	T. Richnak
Advisory Committee:	C. Wilson G. Rassel

J. A. McKeen	General Manager
R. Jackovich	Operations Manager

April 2014

Board of Trustees
SOCRRA

Subject: Quarterly Report – April 2014

Board Members:

Attached is a copy of SOCRRA's Quarterly Report, covering the first nine months operation of the fiscal year 2013/14. The report contains a financial statement of the Authority's operation and an outline of projects in progress or completed during the quarter. The report also contains statistical information and other information of general interest to the members of the Board of Trustees, and the members of the governing body of each of the member municipalities of this Authority.

FINANCIAL STATEMENT

The total net income for the first 9 months of 2013/14 was \$308,129 before capital expenses and depreciation, which is \$331,283 more than budgeted. This is \$381,284 less than the net income reported for the first nine months of 2012/13.

	<u>Actual</u>	<u>Compared to Budget</u>
Revenue	\$14,594,924	- \$311,298
Expenses	\$14,286,795	+ \$19,985
Net Operating Income	\$ 308,129	- \$ 331,283

Revenue was lower than planned due to the reduced rates charged to the member communities as a result of the contractor rate reductions (-\$297,000), lower than planned prices for our recycled materials (-\$252,000) and lower miscellaneous revenue (-\$7,000). These decreases were partially offset by higher than planned non-member refuse revenue from Car Trucking, Rizzo Services, Tringali Sanitation and other non-members (+\$222,000), non-member yard waste revenue (+\$18,000) and compost sales (+\$5,000). Additional information on the prices for our recycled materials is in the Major Projects area of this report.

Expenses were slightly over budget with increases in maintenance (+\$73,000), contract (+\$62,000) and utilities (+\$14,000) being partially offset by decreases in non-labor Administrative & General expense (-\$95,000), labor (-\$24,000) and supplies (-\$10,000). Additional financial detail is attached.

As of March 28, 2014, our working capital was 11.1% based on unrestricted assets. This is above the 7.5% working capital goal approved by the Board but was a decrease from the 12.8% working capital as of March 28, 2013.

MATERIAL HANDLED

The Authority processed 145,163 tons of refuse, yard waste and recyclables during the first nine months of the current fiscal year. This represents an increase of 3.9% or 5,509 total tons compared to the same period last year. This is the highest tonnage that we have handled over the last 5 years. Refuse and recycling tonnages from the member communities both increased by 1.0%. We had a large increase (7%) in non-member refuse tonnage, primarily from Car Trucking, Rizzo Services and Tringali Sanitation.

July 1 Through March 31

	2009/10	2010/11	2011/12	2012/13	2013/14
Member Refuse	77,638	77,139	79,207	75,237	76,066
Non-Member Refuse	8,608	21,596	18,526	20,837	22,271
Member Recycling	12,346	12,716	13,079	13,279	13,449
Non-Member Recycling	2,815	941	353	321	377
Yard Waste	36,081	29,063	30,890	29,930	33,000
TOTAL	137,488	141,455	142,055	139,654	145,163

CAPITAL EXPENDITURES

Capital expenditures for the first nine months of the fiscal year totaled \$225,556 and were for the first payment for a new loader at the Transfer Station (\$75,000), partial payments on the Scarab compost turner at the compost site (\$49,000), a new paper shredder at the recycling drop off center (\$41,000), partial payment for the new weigh scale at the MRF (\$31,000), the work to relocate the compactor from Madison Heights to the cash customer drop off area at the MRF (\$18,000), the expansion of the storage area for bales of finished recyclables at the MRF (\$6,000) and a snow plow for the compost site (\$5,000).

MAJOR PROJECTS

RECYCLED COMMODITY PRICES

The prices that we receive for our recycled paper products have been very stable at a low throughout the first nine months of this year. Revenue from recycled paper products was \$216,000 below budget. Plastic prices increased significantly in 2014 which has resulted in plastic revenue being only 1% below plan. The prices for our recycled metal products were also lower than budgeted which resulted in metal revenue being \$34,000 below budget. We are continuing to have to pay to recycle our mixed color glass. We are also continuing to ship about 30,000 pounds of the mixed #1-#7 injection molded plastics material for recycling every month. We are finally receiving a small payment for this material after having to pay for this material to be recycled for several years. We also produced several test bales of #5 plastic (polypropylene, which is the type of plastic used for the lids of margarine containers). We have one purchaser for this type of material and we will be looking for others. We were able to obtain a significantly higher price for this material by sorting it out of the #3-#7 plastic stream. Since all of the prices that we receive for our recycled materials are tied to market prices, we continue to expect significant month-to-month price fluctuations.

PROCESSING MATERIALS FROM OTHER COMMUNITIES

Car Trucking, Rizzo Services and Tringali Sanitation are continuing to bring us a significant amount of refuse from outside of the SOCRRA communities. The volume of our cash sales business has also increased significantly in recent months. The incremental revenue from our non-member customers helps us to offset the fixed costs of running the Troy Transfer Station.

CURBSIDE CLOTHING RECYCLING

We have been approached by a vendor that would like to provide curbside clothing recycling in the SOCRRA communities. Residents would place clothing to be recycled in a brightly colored plastic bag which would be picked up by the vendor on the resident's usual recycling and trash day. The material collected would be sorted for resale at local thrift shops and the unsold or unusable material would be exported for further sorting and processing. SOCRRA would be paid a small fee for each pound of material collected. In addition, SOCRRA would not have to pay to have this material landfilled. The EPA estimates that about 5% of the refuse in this country is clothing. At this level, the SOCRRA communities could generate about 10 million pounds of clothing that could be taken out of the waste stream and recycled.

We are working with the vendor to develop an agreement to allow a pilot test of this concept in some of the SOCRRA communities for several months in 2014. This vendor is also developing a pilot of their program in some of the RRRASOC communities, immediately to our west.

COLLECTION AND DISPOSAL CONTRACTS

SOCRRA's current collection and disposal contracts all expire on June 30, 2017. Each of these contracts allow SOCRRA to extend them for a second ten year term, at SOCRRA's sole discretion. SOCRRA General Counsel Bob Davis and I will be meeting with each SOCRRA Board member during the first part of 2014 to discuss their thoughts regarding SOCRRA service contracts for 2017-2027. These discussions should allow us to develop a draft plan that will be reviewed with the Board during mid-2014.

GRINDER FIRE

In late November, the grinder at the Compost Site caught fire and was significantly damaged. The grinder processes all of the incoming yard waste in order to speed the decomposition process that turns the yard waste into compost. We worked with our insurance company to acquire a used grinder to replace the fire damaged unit. The used grinder was delivered in mid-winter. We are still working on how to best use the grinder in our compost operation. We may be required to make some modifications to the teeth on the grinder in order to process woody type materials. Our compost site staff did a great job this winter in processing the material that was stockpiled while we were without the grinder. We are ready to ship finished compost to the member communities as soon as the frost laws are lifted this spring.

OAKLAND COUNTY SOLID WASTE PLAN

Rizzo Services has requested that the Oakland County Solid Waste Plan be amended to allow Rizzo to build a solid waste transfer station and recycling center in Pontiac. Oakland County's current plan was adopted in 2000 and has not been updated since. The County Solid Waste Planning Committee and the County Board of Commissioners have approved the amendment.

The amendment has recently been sent to the Oakland County communities for review. In order to become effective, the amendment must be approved by 2/3 of the communities in Oakland County.

The SOCRRA Board has adopted a position supporting the plan amendment but the Board has also encouraged the County to completely update the Solid Waste Plan to include the many changes that have taken place in Oakland County since 2000. SOCRRA will be encouraging the member communities to include a similar statement encouraging an update of the Plan in the resolutions from the member communities.

ELECTRONICS RECYCLING

The Board approved an extension of our electronics recycling contract with Vintage Tech through January of 2015. Vintage Tech has renewed their third party certifications through both the e-Steward and R2 programs. This provides assurance that SOCRRA's electronics are being properly recycled. For the first nine months of the current fiscal year, we have received revenue of over \$12,000 for our recycled electronics. Vintage Tech continues to provide excellent service at our recycling drop off center and at special electronics recycling events conducted by the member communities. This spring, Vintage Tech will be recycling electronics at events in Hazel Park, Huntington Woods and Royal Oak. Please let me know if your community is interested in conducting an electronics recycling event.

PENSION FUNDING

The SOCRRA Board approved some additional funding for the MERS plan that provides pension benefits for the retired and active salaried employees that provide services to both SOCRRA and SOCWA. This pension plan is significantly underfunded and we plan to increase the funding level to about 100% over a five year period. This was the second year in that five year plan.

Respectfully submitted,

Jeffrey A. McKeen, P.E.
General Manager

SOCRRA
STATEMENT OF INCOME
JULY 1, 2013 THROUGH MARCH 31, 2014

<u>REVENUES</u>	<u>ESTIMATED</u>	<u>ACTUAL</u>	<u>VARIANCES</u>
MEMBER SERVICES	\$12,839,322.00	\$12,541,998.90	(\$297,323.10)
NON-MEMBER REFUSE	665,000.00	886,628.32	221,628.32
NON MEMBER YARD WASTE	46,000.00	63,875.80	17,875.80
	<hr/> \$13,550,322.00	<hr/> \$13,492,503.02	<hr/> (\$57,818.98)
 <u>RECYCLING</u> 			
NEWSPAPERS	\$522,000.00	\$356,333.09	(\$165,666.91)
BOXBOARD	162,000.00	102,550.74	(\$59,449.26)
CARDBOARD	43,000.00	52,597.88	9,597.88
PLASTIC	294,000.00	290,053.05	(3,946.95)
SCRAP METAL	70,000.00	61,798.23	(8,201.77)
TIN CANS	105,000.00	83,052.07	(21,947.93)
NON FERROUS METAL	13,000.00	8,665.88	(4,334.12)
GLASS	6,900.00	5,979.25	(920.75)
BATTERIES	2,800.00	2,671.15	(128.85)
USED ELECTRONICS	10,000.00	12,360.98	2,360.98
	<hr/> \$1,228,700.00	<hr/> \$976,062.32	<hr/> (\$252,637.68)
 <u>OTHER</u> 			
REVENUES-COMPOST	\$27,000.00	\$32,043.50	\$5,043.50
INTEREST ON INVESTMENTS	12,000.00	15,599.74	3,599.74
RENTAL INCOME	69,200.00	66,998.00	(2,202.00)
GRANTS	0.00	0.00	0.00
MISC. INCOME	19,000.00	11,717.85	(7,282.15)
	<hr/> \$127,200.00	<hr/> \$126,359.09	<hr/> (\$840.91)
 TOTAL REVENUES	 <hr/> <hr/> \$14,906,222.00	 <hr/> <hr/> \$14,594,924.43	 <hr/> <hr/> (\$311,297.57)
 <u>EXPENSES</u> 			
	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCES</u>
	<u>APPROPRIATIONS</u>	<u>EXPENDITURES</u>	
MADISON HEIGHTS FACILITY	\$77,850.00	\$130,285.11	\$52,435.11
TROY TRANSFER FACILITY	1,855,940.00	2,261,272.85	405,332.85
MATERIAL RECOVERY FACILITY	918,050.00	886,996.08	(31,053.92)
HOUSEHOLD HAZARDOUS WASTE	197,900.00	164,638.49	(33,261.51)
COMPOST/LANDFILL FACILITY	324,434.00	295,622.29	(28,811.71)
ADMINISTRATIVE & GENERAL	932,636.00	808,562.54	(124,073.46)
COLLECTION FEES	7,950,000.00	7,564,925.38	(385,074.62)
COLLECTION & DISPOSAL FEES IN TRANSIT	2,010,000.00	2,174,492.32	164,492.32
	<hr/> \$14,266,810.00	<hr/> \$14,286,795.06	<hr/> \$19,985.06
 REVENUES OVER EXPENSES	 \$639,412.00	 \$308,129.37	 (\$331,282.63)
 NET INCOME BEFORE DEPRECIATION	 <hr/> <hr/> \$639,412.00	 <hr/> <hr/> \$308,129.37	 <hr/> <hr/> (\$331,282.63)

SOCRRA
STATEMENT OF INCOME
JULY 1, 2013 THROUGH MARCH 31, 2014

<u>REVENUE</u>	<u>TOTAL TONS</u>	<u>AMOUNT</u>
MEMBER SERVICES	76,065.73	\$12,541,998.90
NON-MEMBER REFUSE	22,270.81	886,628.32
<u>YARD WASTE</u>		
MEMBERS	32,219.74	0.00
OTHERS	780.44	63,875.80
<u>RECYCLABLES</u>		
MEMBERS	13,448.56	0.00
OTHERS	377.48	0.00
	145,162.76	\$13,492,503.02
<u>RECYCLING</u>		
NEWSPAPERS		\$356,333.09
BOXBOARD		102,550.74
CARDBOARD		52,597.88
PLASTIC		290,053.05
SCRAP METAL		61,798.23
TIN CANS		83,052.07
NON FERROUS METAL		8,665.88
GLASS		5,979.25
BATTERIES		2,671.15
USED ELECTRONICS		12,360.98
		\$976,062.32
<u>OTHER</u>		
COMPOST SALES		\$32,043.50
INTEREST ON INVESTMENTS		15,599.74
RENTAL INCOME		66,998.00
GRANTS		0.00
MISC. INCOME		11,717.85
		\$126,359.09
TOTAL REVENUE		\$14,594,924.43
<u>EXPENSES</u>		
MADISON HEIGHTS FACILITY		\$130,285.11
TROY TRANSFER FACILITY		2,261,272.85
MATERIAL RECOVERY FACILITY		886,996.08
HOUSEHOLD HAZARDOUS WASTE		164,638.49
COMPOST/LANDFILL FACILITY		295,622.29
ADMINISTRATIVE & GENERAL		808,562.54
COLLECTION CONTRACT EXPENSES		7,564,925.38
COLLECTION & DISPOSAL FEES IN TRANSIT		2,174,492.32
		\$14,286,795.06
NET INCOME BEFORE DEPRECIATION		\$308,129.37
DEPRECIATION		276,136.47
NET INCOME		\$31,992.90

SOCRRA
 STATEMENT OF REVENUES & EXPENDITURES
 COMPARED WITH TOTAL BUDGET
 JULY 1, 2013 THROUGH MARCH 31, 2014

<u>REVENUES</u>	<u>TOTAL BUDGET 2013/14</u>	<u>ACTUAL 9 MONTHS</u>	<u>BALANCE</u>	
MEMBERS SERVICES	\$17,119,098.00	\$12,541,998.90	\$4,577,099.10	73%
NON-MEMBER REFUSE	890,000.00	886,628.32	3,371.68	100%
<u>YARD WASTE</u>				
NON-MEMBERS	64,000.00	63,875.80	124.20	100%
<hr/>				
<u>RECYCLABLES</u>				
NEWSPAPERS	\$782,000.00	\$356,333.09	\$425,666.91	46%
BOXBOARD	242,000.00	102,550.74	139,449.26	42%
CARDBOARD	63,000.00	52,597.88	10,402.12	83%
PLASTIC	442,000.00	290,053.05	151,946.95	66%
SCRAP METAL	105,000.00	61,798.23	43,201.77	59%
TIN CANS	157,000.00	83,052.07	73,947.93	53%
NON FERROUS METAL	18,000.00	8,665.88	9,334.12	48%
GLASS	10,000.00	5,979.25	4,020.75	60%
BATTERIES	4,000.00	2,671.15	1,328.85	67%
USED ELECTRONICS	15,000.00	12,360.98	2,639.02	82%
<hr/>				
	\$1,838,000.00	\$976,062.32	\$861,937.68	53%
<u>OTHER</u>				
COMPOST SALES	\$50,000.00	\$32,043.50	\$17,956.50	64%
INTEREST ON INVESTMENTS	16,000.00	15,599.74	400.26	97%
RENTAL OF HOMES	92,000.00	66,998.00	25,002.00	73%
GRANTS	0.00	0.00	0.00	0%
MISC. INCOME	25,000.00	11,717.85	13,282.15	47%
<hr/>				
	\$183,000.00	\$126,359.09	\$56,640.91	69%
<hr/>				
TOTAL REVENUES	\$20,094,098.00	\$14,594,924.43	\$5,499,173.57	73%

SOCRRA
 STATEMENT OF REVENUES & EXPENDITURES
 COMPARED WITH TOTAL BUDGET
 JULY 1, 2013 THROUGH MARCH 31, 2014

<u>EXPENSES</u>	<u>TOTAL BUDGET 2013/14</u>	<u>ACTUAL 9 MONTHS</u>	<u>BALANCE</u>	
MADISON HEIGHTS FACILITY	\$78,500.00	\$130,285.11	(\$51,785.11)	166%
TROY TRANSFER FACILITY	3,027,240.00	2,261,272.85	765,967.15	75%
MATERIAL RECOVERY FACILITY	1,218,200.00	886,996.08	331,203.92	73%
HOUSEHOLD HAZARDOUS WASTE	266,900.00	164,638.49	102,261.51	62%
COMPOST/LANDFILL FACILITY	454,670.00	295,622.29	159,047.71	65%
ADMINISTRATIVE & GENERAL	1,224,660.00	808,562.54	416,097.46	66%
COLLECTION & DISPOSAL FEES	12,713,821.00	7,564,925.38	5,148,895.62	60%
COLLECTION & DISPOSAL FEES IN TRANSIT	0.00	2,174,492.32	(2,174,492.32)	0%
	<u>\$18,983,991.00</u>	<u>\$14,286,795.06</u>	<u>\$4,697,195.94</u>	
TOTAL EXPENDITURES	<u>\$18,983,991.00</u>	<u>\$14,286,795.06</u>	<u>\$4,697,195.94</u>	75%
NET INCOME	<u>\$1,110,107.00</u>	<u>\$308,129.37</u>	<u>\$801,977.63</u>	28%

S O C R R A
 COMPARATIVE STATEMENT
 JULY 1, 2013 THROUGH MARCH 31, 2014

	<u>2013/14</u>	<u>2012/13</u>	<u>VARIANCES</u>
<u>REVENUES</u>			
MEMBER SERVICES	\$12,541,998.90	\$12,740,485.30	(\$198,486.40)
NON MEMBER REFUSE	886,628.32	836,559.99	50,068.33
<u>YARD WASTE</u>			
MEMBERS	0.00	0.00	0.00
OTHERS	63,875.80	55,314.40	8,561.40
	<hr/> \$13,492,503.02	<hr/> \$13,632,359.69	<hr/> (\$139,856.67)
<u>RECYCLABLES</u>			
NEWSPAPERS	\$356,333.09	\$429,369.69	(\$73,036.60)
BOXBOARD	102,550.74	116,998.94	(14,448.20)
CARDBOARD	52,597.88	34,150.10	18,447.78
PLASTIC	290,053.05	244,307.96	45,745.09
SCRAP METAL	61,798.23	39,007.76	22,790.47
TIN CANS	83,052.07	69,615.62	13,436.45
NON FERROUS METAL	8,665.88	14,377.40	(5,711.52)
GLASS	5,979.25	7,577.00	(1,597.75)
BATTERIES	2,671.15	687.72	1,983.43
USED ELECTRONICS	12,360.98	8,948.53	3,412.45
	<hr/> \$976,062.32	<hr/> \$965,040.72	<hr/> \$11,021.60
<u>OTHER</u>			
COMPOST SALES	\$32,043.50	\$22,619.00	\$9,424.50
INTEREST ON INVESTMENTS	15,599.74	13,639.18	1,960.56
RENTAL OF HOMES	66,998.00	65,772.50	1,225.50
GRANTS	0.00	0.00	0.00
MISC. INCOME	11,717.85	17,035.14	(5,317.29)
	<hr/> \$126,359.09	<hr/> \$119,065.82	<hr/> \$7,293.27
TOTAL REVENUES	\$14,594,924.43	\$14,716,466.23	(\$121,541.80)
OPERATING EXPENSES	\$14,286,795.06	\$14,027,052.78	\$259,742.28
EXCESS	<hr/> \$308,129.37	<hr/> \$689,413.45	<hr/> (\$381,284.08)

SOCRRA
TOTAL SERVICE CHARGES
JULY 1, 2013 THROUGH JANUARY 31, 2014

<u>MUNICIPALITY</u>	<u>TOTAL TONS</u>	<u>SERVICE CHARGES</u>
BERKLEY	6,683	\$653,673.01
BEVERLY HILLS	5,557	\$455,940.00
BIRMINGHAM	11,891	\$1,025,200.70
CLAWSON	5,717	\$548,380.70
FERNDALE	10,841	\$1,212,200.66
HAZEL PARK	6,388	\$786,942.00
HUNTINGTON WOODS	3,313	\$249,480.00
LATHRUP VILLAGE	2,055	\$203,751.67
OAK PARK	9,878	\$1,150,398.46
PLEASANT RIDGE	1,596	\$128,114.88
ROYAL OAK	28,130	\$3,141,207.18
TROY	29,684	2,986,709.64
	<hr/>	<hr/>
SUB-TOTAL	121,734	\$12,541,998.90
	<hr/>	<hr/>
OTHER CUSTOMERS	23,133	\$950,504.12
DROP OFF CENTERS	295	0.00
	<hr/>	<hr/>
TOTAL	145,163	\$13,492,503.02

SOCRRA
IMPROVEMENT FUND
JULY 1, 2013 THROUGH DECEMBER 31, 2013

EXPENDITURES

TS New Compactor	\$17,813.32
TS 950 Loader	\$75,000.00
MRF Storage Area	6,246.33
MRF New Scale	31,329.56
MRF New Paper Shredder	41,190.80
Plow for Compost Site	5,175.56
CS Scarab Rental/Shipping	48,800.00
TOTAL	<u><u>\$225,555.57</u></u>

NOTICE OF PUBLIC HEARING

The Oakland County Water Resources Commissioner's office will hold a public hearing on the proposed Evergreen Farmington Sewage Disposal System (EFSDS) North Evergreen Interceptor (NEI) State Revolving Fund (SRF) Project Plan for the purpose of receiving comments from interested persons.

The hearing will be held at 6:00 p.m. on Tuesday, June 17, 2014 at the following location: Bloomfield Township Hall Auditorium, 4200 Telegraph Road, Bloomfield Hills, Michigan 48302.

The purpose of the proposed project is to make improvements to the EFSDS NEI in several locations in order to reduce the frequency of sanitary sewer overflows (SSOs) and protect water quality. Project construction will involve the construction of four (4) projects, as outlined below:

1. Wattles Road Linear Storage – Construction of a 0.51 million gallon linear storage facility located in Wattles Road east and west of Adams Road.
2. NEI Hydraulic Improvements – This project will consist of improvements to 16 manholes along the NEI, improvements to the NEI crossing of Woodward Avenue, and the replacement of a section of the NEI in a municipal parking area in Birmingham upstream of Old Woodward.
3. Stonycroft Relief Sewer and Amy PS Improvements – Construction of a 21" diameter relief sewer through Stonycroft Golf Course and improvements to the Amy Pump Station.
4. Quarton Road Storage – Construction of a 0.4 million gallon storage tank on the Manresa Jesuit Retreat property located at the northeast corner of Woodward Avenue and Quarton Road.

Impacts of the proposed projects include short term construction related inconveniences such as road closures, traffic disruptions, noise, dust, and other impacts. Signage and notification will be in place during construction to mitigate these impacts. The project construction will take place in several areas where natural features are present. Efforts such as soil erosion control measures will be put in place to protect natural resources. Work is proposed to take place at the Stonycroft Golf Course in Bloomfield Hills and Springdale Golf Course in Birmingham. The work will be scheduled in the winter time to avoid impact to these facilities. In addition, work within the Birmingham municipal parking lot will be scheduled to avoid the summer Farmer's Market.

This project will be funded through loans from the State of Michigan Revolving Fund. The four (4) projects have a combined estimated construction cost of \$13,469,000. This equates to \$6.37 to \$28.50 per residential equivalent unit on annual basis, or \$0.53 to \$2.38 on a monthly basis.

Copies of the plan detailing the proposed project are available for inspection at the following locations:

Oakland County Water Resources Commissioner's Office – One Public Works Drive, Waterford, MI 48328
 Auburn Hills City Hall – Clerk's office – 1827 N. Squirrel Road, Auburn Hills, MI 48326
 Birmingham City Hall – Clerk's office – 151 Martin Street, Birmingham, MI 48012
 Bloomfield Hills City Hall – Clerk's office – 45 E. Long Lake Road, Bloomfield Hills, MI 48304
 Bloomfield Township Hall – Clerk's office – 4200 Telegraph Road, Bloomfield Hills, MI 48302
 Troy City Hall – Clerk's office – 500 W. Big Beaver Road, Troy, MI 48084

Written comments received through June 17, 2014 at 6 pm will be entered into the public hearing record and responses as necessary will be included in the final project plan. Written comments should be sent to:

Oakland County Water Resources Commissioner's office:
 c/o Tom Maxwell
 One Public Works Drive
 Waterford, MI 48328