



TROY CITY COUNCIL

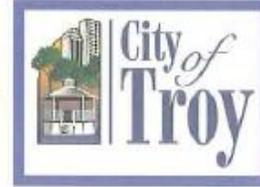
REGULAR MEETING

AGENDA

JULY 21, 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@troymi.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,

A handwritten signature in blue ink, appearing to read "B. Kischnick".

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**
July 21, 2014 – 7:30 PM
Council Chambers
City Hall - 500 West Big Beaver
Troy, Michigan 48084
(248) 524-3317

<u>INVOCATION:</u>	1
<u>PLEDGE OF ALLEGIANCE:</u>	1
A. <u>CALL TO ORDER:</u>	1
B. <u>ROLL CALL:</u>	1
C. <u>CERTIFICATES OF RECOGNITION AND SPECIAL PRESENTATIONS:</u>	1
C-1 SafeBuilt Scholarship Presentation (<i>Introduced by: Paul Featherston, SafeBuilt Building Official, and Cindy Stewart, Community Affairs Director</i>)	1
C-2 Teen Advisory Board Presentation by Arushi Mahajan, Board President (<i>Introduced by: Cathleen Russ, Library Director</i>)	1
D. <u>CARRYOVER ITEMS:</u>	1
D-1 No Carryover Items	1
E. <u>PUBLIC HEARINGS:</u>	1
E-1 No Public Hearings	1

<u>F.</u>	<u>PUBLIC COMMENT FOR ITEMS ON THE AGENDA FROM TROY RESIDENTS AND BUSINESSES:</u>	<u>2</u>
<u>G.</u>	<u>CITY COUNCIL/CITY ADMINISTRATION RESPONSE/REPLY TO PUBLIC COMMENT:</u>	<u>3</u>
<u>H.</u>	<u>POSTPONED ITEMS:</u>	<u>3</u>
H-1	No Postponed Items	3
<u>I.</u>	<u>REGULAR BUSINESS:</u>	<u>3</u>
I-1	Board and Committee Appointments: a) Mayoral Appointments – None; b) City Council Appointments – Parks and Recreation Board	3
I-2	Board and Committee Nominations: a) Mayoral Nominations – Brownfield Redevelopment Authority, Planning Commission; b) City Council Nominations – Liquor Advisory Committee	4
I-3	No Closed Session Requested	7
I-4	Contract Ratification – Troy Fire Staff Officers Association (TFSOA) 2014-2019 (Introduced by: Jeanette Menig, Human Resources Director)	7
I-5	Joint Local Development Finance Authority (LDFA) Proposed Extension (Introduced by: Mark F. Miller, Director of Economic and Community Development, and Glenn Lapin, Economic Development Specialist)	7
<u>J.</u>	<u>CONSENT AGENDA:</u>	<u>7</u>
J-1a	Approval of “J” Items NOT Removed for Discussion	7
J-1b	Address of “J” Items Removed for Discussion by City Council	7
J-2	Approval of City Council Minutes	8
	a) City Council Minutes-Special-Draft – July 7, 2014.....	8
	b) City Council Minutes- Draft – July 7, 2014.....	8
J-3	Proposed City of Troy Proclamations: None Submitted	8

J-4	Standard Purchasing Resolutions:	8
	a) Standard Purchasing Resolution 3: Exercise Renewal Option – PRI Services to Telephone Switch.....	8
	b) Standard Purchasing Resolution 4: State of Michigan – MiDeal Program – Fleet Vehicle/Equipment.....	8
	c) Standard Purchasing Resolution 2: Award to Lowest Bidders Meeting Specifications – Traffic Control Signs and Posts.....	9
J-5	Private Agreement – Contract for Installation of Municipal Improvements – Hunters Park – Project No. 14.901.3	9
J-6	Private Agreement – Contract for Installation of Municipal Improvements – Chatwal Park Estates Site Condominiums – Project No. 13.921.3	9
J-7	Private Agreement – Contract for Installation of Municipal Improvements – Detroit Meeting Room – Project No. 13.902.3	10
J-8	Request for Recognition as a Nonprofit Organization from Troy Firefighter’s Community Fund	10
<u>K.</u>	<u>MEMORANDUMS AND FUTURE COUNCIL AGENDA ITEMS:</u>	<u>10</u>
K-1	Announcement of Public Hearings:	10
	a) Public Hearing August 11, 2014 - Industrial Development District (IDD) and Industrial Facilities Exemption Certificate (IFEC) for Mahindra NA Technical Center – 1055 W. Square Lake Rd.	10
K-2	Memorandums (Items submitted to City Council that may require consideration at some future point in time): None Submitted	10
<u>L.</u>	<u>PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA FROM TROY RESIDENTS AND BUSINESSES:</u>	<u>10</u>
<u>M.</u>	<u>COUNCIL REFERRALS:</u>	<u>10</u>
M-1	Council Member Tietz: Resolution Regarding HB 5317 and HB 5318	10
<u>N.</u>	<u>COUNCIL COMMENTS:</u>	<u>11</u>
N-1	No Council Comments Advanced	11

O. REPORTS: **12**

O-1	Minutes – Boards and Committees:	12
	a) Personnel Board-Final – April 5, 2010.....	12
	b) Election Commission-Final – September 26, 2013	12
	c) Civil Service Commission (Act 78)-Final – March 13, 2014.....	12
	d) Building Code Board of Appeals-Draft – June 4, 2014.....	12
	e) Building Code Board of Appeals-Final – June 4, 2014.....	12
	f) Civil Service Commission (Act 78)-Final – June 26, 2014.....	12
	g) Election Commission-Draft – June 30, 2014	12
	h) Personnel Board-Draft – July 1, 2014	12
	i) Civil Service Commission (Act 78)-Draft – July 3, 2014	12
	j) Building Code Board of Appeal-Draft – July 9, 2014	12
O-2	Department Reports:	12
	a) Building Department Activity Report – June, 2014	12
O-3	Letters of Appreciation:	12
	a) Letter of Appreciation to Chief Mayer from Kevin Kelleher, Northwestern University, Regarding Participating in a Police Executive Panel Discussion	12
	b) Letter of Appreciation to Cindy Stewart from State Representative Martin Howrylak Regarding Coordination of the Roads Town Hall in Troy.....	12
O-4	Proposed Proclamations/Resolutions from Other Organizations: None Submitted	12
O-5	Letter From RCOC Regarding Winter Maintenance Contract Increase	12
O-6	Library Improvement Team	12
O-7	Fireworks Calls for Service Update	12
O-8	Aquatic Habitat Restoration Project Status Update	12
O-9	Summary for Ballot Proposal 14-1 – August 5, 2014 Provided by Nino Licari, City Assessor	12

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): **12**

Q. STUDY ITEMS: **12**

Q-1	No Study Items	12
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R. CLOSED SESSION: 13

R-1 No Closed Session 13

S. ADJOURNMENT: 13

FUTURE CITY COUNCIL PUBLIC HEARINGS: 14

PROPOSED SPECIAL CITY COUNCIL MEETINGS: 14

November 10, 2014 (To Be Scheduled) Financial Update 14

SCHEDULED SPECIAL CITY COUNCIL MEETINGS: 14

August 11, 2014 – 6:00 PM Volunteer Firefighter Incentive Plan 14

SCHEDULED REGULAR CITY COUNCIL MEETINGS: 14

August 11, 2014 Regular Meeting 14

August 25, 2014 Regular Meeting 14

September 8, 2014 Regular Meeting..... 14

September 22, 2014 Regular Meeting..... 14

October 6, 2014 Regular Meeting 14

October 20, 2014 Regular Meeting 14

November 10, 2014 Regular Meeting..... 14

November 24, 2014 Regular Meeting..... 14

December 1, 2014 Regular Meeting..... 14

December 15, 2014 Regular Meeting..... 14

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 #2014-07-
 Moved by
 Seconded by

RESOLVED, That Troy City Council hereby **EXCUSES** the absence of _____ at the Special City Council Meeting and/or Regular City Council Meeting of July 21, 2014, due to _____.

Yes:
 No:

C. CERTIFICATES OF RECOGNITION AND SPECIAL PRESENTATIONS:

C-1 SafeBuilt Scholarship Presentation (*Introduced by: Paul Featherston, SafeBuilt Building Official, and Cindy Stewart, Community Affairs Director*)

C-2 Teen Advisory Board Presentation by Arushi Mahajan, Board President (*Introduced by: Cathleen Russ, Library Director*)

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 – None; b) City Council Appointments – Parks and Recreation Board

a) Mayoral Appointments: None

b) City Council Appointments:

Suggested Resolution
Resolution #2014-07-
Moved by
Seconded by

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

Parks and Recreation Board

Appointed by Council

7 Regular Members and 1 Troy School Board Member:

Regular Member: 3 Year Term / Troy School Board Member: 1 Year Term

Term Expires: 7/31/2015

Gary Hauff

Term currently held by: Gary Hauff

Term Expires: 7/31/2015

David Bluhm

Term currently held by: David Bluhm (Student)

Yes:
No:

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

a) Mayoral Nominations:

Suggested Resolution

Resolution #2014-07-

Moved by

Seconded by

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

Current Members:

Last Name	First Name	App Res Expire	Appointment Expire	Notes 3
Brake	Dan	4/18/2016	4/30/2014	Requests Reappointment
Dziurman	Theodore	3/8/2014	4/30/2015	BCBA exp 1/1/2015
Kornacki	Rosemary	12/12/2015	4/30/2017	
Swartz	Robert D.	7/25/2013	4/30/2017	
Vacancy			04/30/2016	Bruce Wilberding's unexpired term.
Vassallo	Joseph J.	12/6/2013	4/30/2015	

Nominations to the Brownfield Redevelopment Authority:

Term Expires: 4/30/2016

Term currently held by: Vacancy – Bruce Wilberding's unexpired term (resigned 4/11/2014)

Term Expires: 4/30/2017

Term currently held by: Dan Brake

Interested Applicants:

Last Name	First Name	App Resume Expire	Notes 1
Noble	Carolyn	10/10/2015	

Planning Commission

Appointed by Mayor
9 Regular Members
3 Year Term

Current Members:

Last Name	First Name	App Res Expire	Appointment Expire	Notes 2
Boudon	Frank	5/15/2015	7/31/2014	Student
Edmunds	Donald L.	11/15/2012	12/31/2016	EDC exp 4/30/3014;
Gottlieb	Steve	11/8/2015	12/31/2016	
Hutson	Michael W.	9/4/2014	12/31/2015	Sust Design Rev Comm-Ad Hoc
Krent	Thomas G.	9/20/2015	12/31/2016	PC Rep to ZBA exp 12/31/2013
Sanzica	Philip	9/24/2014	12/31/2015	Alt. PC Rep on ZBA
Schepke	Gordon	11/16/2013	12/31/2014	
Strat	Thomas	11/16/2013	12/31/2014	Sust Design Rev Comm-Ad Hoc
Tagle	John J.	9/12/2014	12/31/2015	
Crusse	Karen		12/31/2014	Unexpired term appointment

Nomination to the Planning Commission:

Term Expires: 7/31/2015

Term currently held by: Frank Boudon (Student)

Interested Applicants:

Last Name	First Name	App Resume Expire	Notes 2
Apahidean	Ollie	11/22/2015	
Huber	Robert M.	3/1/2015	Student
Kaltsounis	Andrew	12/13/2014	Liquor Advisory Comm. exp. 1/31/2016
Kaltsounis	Orestis Rusty	12/12/2015	P&R Bd exp 9/30/2015; ZBA (Alt.) exp 1/31/2015
Lambert	Dave	3/10/2016	ZBA exp. 4/30/2014

Yes:

No:

b) City Council Nominations:Suggested Resolution

Resolution #2014-07-

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:

Liquor Advisory Committee

Appointed by Council

7 Regular Members

3 Year Term

Current Members:

Last Name	First Name	App Res Expire	Appointment Expire	Notes	
Easterbrook	David	12/2/2015	1/31/2015		
Ehlert	Max	11/15/2013	1/31/2015		
Godlewski	W. Stan	12/14/2012	1/31/2017		
Gorcyca	David	12/6/2015	1/31/2017		
Hall	Patrick	12/12/2014	1/31/2016		
Huber	Robert	3/1/2015	7/31/2014	STUDENT	
Kaltsounis	Andrew	12/13/2014	1/31/2016		
Oberski	Jeff			Police Dept.	
Payne	Timothy	2/8/2014	1/31/2015		

Nomination to the Liquor Advisory Committee:**Term Expires: 07/31/2015**

Term currently held by:

Robert Huber (Student)

Interested Applicants:

Last Name	First Name	App Resume Expire	Notes
Bluhm	David	10/21/2015	STUDENT currently serving on Parks & Recreation Board
Boudon	Frank	5/15/2015	STUDENT currently serving on Planning Commission

Comiskey	Ann	3/18/2016	
Gottlieb	Steve	11/8/2015	

Yes:
No:

I-3 No Closed Session Requested

**I-4 Contract Ratification – Troy Fire Staff Officers Association (TFSOA) 2014-2019
(Introduced by: Jeanette Menig, Human Resources Director)**

Suggested Resolution
Resolution #2014-07-
Moved by
Seconded by

RESOLVED, That a collective bargaining agreement between the City of Troy and TFSOA for the period July 1, 2014 through June 30, 2019 is hereby **RATIFIED** by the City Council of the City of Troy, and the Mayor and City Clerk are **AUTHORIZED TO EXECUTE** the final agreement.

Yes:
No:

**I-5 Joint Local Development Finance Authority (LDFA) Proposed Extension
(Introduced by: Mark F. Miller, Director of Economic and Community Development,
and Glenn Lapin, Economic Development Specialist)**

J. CONSENT AGENDA:

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

Suggested Resolution
Resolution #2014-07-
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 #2014-07-

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

- a) City Council Minutes-Special-Draft – July 7, 2014
- b) City Council Minutes- Draft – July 7, 2014

J-3 Proposed City of Troy Proclamations: None Submitted**J-4 Standard Purchasing Resolutions:**

- a) **Standard Purchasing Resolution 3: Exercise Renewal Option – PRI Services to Telephone Switch**

Suggested Resolution
Resolution #2014-07-

WHEREAS, On April 18, 2011, Troy City Council awarded a three (3) year contract to Telnet Worldwide, of Troy, MI (Resolution #2011-04-085-J-7) for PRI Services for voice and long distance services to the City's telephone switch; and

WHEREAS, The City of Troy determines that Telnet Worldwide meets all the contract terms and conditions in accordance with the PRI Services Agreement date April 18, 2011; and

WHEREAS, Telnet Worldwide has agreed to extend the current pricing, terms and conditions for an additional three (3) years along with credit for one free month of service; and

WHEREAS, The Purchasing Department has conducted a market survey and verified that the current pricing offered by Telnet Worldwide continues to be competitive and the best value for the City;

NOW, THEREFORE, BE IT RESOLVED, That the Troy City Council hereby **ACCEPTS** the offer to renew a three (3) year contract to provide voice and long distance services under the same contract prices, terms, and conditions, contract expiring August 17, 2017, at an estimated monthly cost of \$955.00 plus regulatory fees and taxes.

- b) **Standard Purchasing Resolution 4: State of Michigan – MiDeal Program – Fleet Vehicle/Equipment**

Suggested Resolution
Resolution #2014-07-

RESOLVED, That Troy City Council hereby **APPROVES** a contract to purchase one (1) 2013 John Deere 672G loader from JDE Equipment/AIS Construction Equipment, of Grand Rapids, MI, through the State of Michigan MiDEAL Program for an estimated total cost of \$262,356.00

less trade-in allowance of \$11,000.00 or better for the (2) two 1980 graders for an estimated net total cost of \$251,356.00.

c) Standard Purchasing Resolution 2: Award to Lowest Bidders Meeting Specifications – Traffic Control Signs and Posts

Suggested Resolution
Resolution #2014-07-

RESOLVED, that Troy City Council hereby **AWARDS** one-year contracts to provide Traffic Control Signs and Posts on a proposal-by-proposal basis to the four (4) lowest total bidders meeting specifications for an estimated total cost of \$43,513.40; as detailed below and at unit prices contained in the bid tabulation opened July 10, 2014; a copy of which shall be **ATTACHED** to the original Minutes of this meeting, with the contract expiring June 30, 2015.

Bidder	Proposal	Estimated Total
Vulcan Signs	A, B, E, F, G, H	\$22,128.70
Rathco Safety Supply	C, D, J, H	\$15,608.70
Garden State Highway Products	K	\$2,916.00
Lightle Enterprises of Ohio LLC	I	\$2,860.00
Estimated Grand Total		\$43,513.40

J-5 Private Agreement – Contract for Installation of Municipal Improvements – Hunters Park – Project No. 14.901.3

Suggested Resolution
Resolution #2014-07-

RESOLVED, That the Contract for the Installation of Municipal Improvements (Private Agreement) between the City of Troy and Mondrian Properties Hunters Park, LLC, is hereby **APPROVED** for the installation of Water Main, Sanitary & Storm Sewer, Concrete Pavement & 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 Private Agreement – Contract for Installation of Municipal Improvements – Chatwal Park Estates Site Condominiums – Project No. 13.921.3

Suggested Resolution
Resolution #2014-07-

RESOLVED, That the Contract for the Installation of Municipal Improvements (Private Agreement) between the City of Troy and Mondrian Properties Chatwal Park, LLC, is hereby **APPROVED** for the installation of Water Main, Sanitary Sewer, Storm Sewer, Detention Pond & Pump Station, and Concrete Pavement & Sidewalk, 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-7 Private Agreement – Contract for Installation of Municipal Improvements – Detroit Meeting Room – Project No. 13.902.3

Suggested Resolution
Resolution #2014-07-

RESOLVED, That the Contract for the Installation of Municipal Improvements (Private Agreement) between the City of Troy and Detroit Meeting Rooms, is hereby **APPROVED** for the installation of Water Main, Sanitary Sewer, Concrete Sidewalk & Approach, 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-8 Request for Recognition as a Nonprofit Organization from Troy Firefighter’s Community Fund

Suggested Resolution
Resolution #2014-07-

RESOLVED, That Troy City Council hereby **APPROVES** the request from Troy Firefighter’s Community Fund, asking that they be recognized as a nonprofit organization operating in the community for the purpose of obtaining a charitable gaming license as recommended by City Management.

K. MEMORANDUMS AND FUTURE COUNCIL AGENDA ITEMS:

K-1 Announcement of Public Hearings:

- a) Public Hearing August 11, 2014 - Industrial Development District (IDD) and Industrial Facilities Exemption Certificate (IFEC) for Mahindra NA Technical Center – 1055 W. Square Lake Rd.

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

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 Council Member Tietz: Resolution Regarding HB 5317 and HB 5318

Suggested Resolution

Resolution #2014-07-
Moved by
Seconded by

WHEREAS, On May 22, 2014, the Michigan House of Representatives passed HB 5317 (amendment to Safe Water Drinking Act) and 5318 (amendment to the Stille DeRossett Hale Single State Construction Code Act), which were tie barred; and

WHEREAS, On May 27, 2014, HB 5317 and HB 5318 were referred to the Senate Regulatory Reform Committee, and are pending at this time; and

WHEREAS, Under the current law and mandates of the MDEQ, residents and businesses of the City of Troy are now required to pay the costs for a licensed plumber to complete backflow testing once every three years, and these costs can be up to \$150.00 for each test; and

WHEREAS, The City of Troy acknowledges the critical need to prevent contamination of the water supply system, and recognizes that backflow testing is an important responsibility of every homeowner, and strongly encourages education about the protections provided with backflow testing; and

WHEREAS, The MDEQ's requirement to complete backflow testing once every three years is an unfunded mandate that is not clearly set forth in state statute, and the MDEQ has not demonstrated that this backflow testing frequency is required to prevent contamination of the water supply; and

WHEREAS, This unfunded mandate on local municipalities diverts tax dollars away from core city services, and testing every ten years, as detailed in HB 5317, may provide the same protections to the water supply;

NOW, THEREFORE, BE IT RESOLVED, The City Council of the City of Troy hereby **RECOMMENDS** the immediate passage of HB 5317 and HB 5318, and urges the Governor to immediately sign it upon presentation; and

BE IT FURTHER RESOLVED, That the City Clerk shall **FORWARD** copies of this resolution to State Senator John Pappageorge, State Representative Martin Howrylak, as well as Governor Snyder; and

BE IT FURTHER RESOLVED, That the City Council **URGES** Troy residents to learn about this issue and contact their legislators to express their opinions.

Yes:
No:

N. COUNCIL COMMENTS:

N-1 No Council Comments Advanced

O. REPORTS:

O-1 Minutes – Boards and Committees:

- a) Personnel Board-Final – April 5, 2010
 - b) Election Commission-Final – September 26, 2013
 - c) Civil Service Commission (Act 78)-Final – March 13, 2014
 - d) Building Code Board of Appeals-Draft – June 4, 2014
 - e) Building Code Board of Appeals-Final – June 4, 2014
 - f) Civil Service Commission (Act 78)-Final – June 26, 2014
 - g) Election Commission-Draft – June 30, 2014
 - h) Personnel Board-Draft – July 1, 2014
 - i) Civil Service Commission (Act 78)-Draft – July 3, 2014
 - j) Building Code Board of Appeal-Draft – July 9, 2014
-

O-2 Department Reports:

- a) Building Department Activity Report – June, 2014
-

O-3 Letters of Appreciation:

- a) Letter of Appreciation to Chief Mayer from Kevin Kelleher, Northwestern University, Regarding Participating in a Police Executive Panel Discussion
 - b) Letter of Appreciation to Cindy Stewart from State Representative Martin Howrylak Regarding Coordination of the Roads Town Hall in Troy
-

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

O-5 Letter From RCOC Regarding Winter Maintenance Contract Increase

O-6 Library Improvement Team

O-7 Fireworks Calls for Service Update

O-8 Aquatic Habitat Restoration Project Status Update

O-9 Summary for Ballot Proposal 14-1 – August 5, 2014 Provided by Nino Licari, City Assessor

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:

Respectfully submitted,

A handwritten signature in black ink, appearing to read "B. Kischnick". The signature is written in a cursive style with a horizontal line extending to the left.

Brian Kischnick, City Manager

FUTURE CITY COUNCIL PUBLIC HEARINGS:

PROPOSED SPECIAL CITY COUNCIL MEETINGS:

November 10, 2014 (To Be Scheduled)..... Financial Update

SCHEDULED SPECIAL CITY COUNCIL MEETINGS:

August 11, 2014 – 6:00 PM..... Volunteer Firefighter Incentive Plan

SCHEDULED REGULAR CITY COUNCIL MEETINGS:

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



PRESS RELEASE

Contact: Cindy Stewart
Community Affairs Director
500 West Big Beaver
Troy MI 48084
ph 248.524.1147
fax 248.524.3499

For Release: May 7, 2014

City of Troy & SAFEbuilt Sponsor Youth Achievement Scholarship Award

(Troy, MI) – The City of Troy is hosting the 3rd annual Youth Achievement Scholarship Award sponsored by SAFEbuilt, Inc. for all high school students residing in the City of Troy.

The Youth Achievement Awards will honor and recognize those youth who have made a significant impact on the Troy community through volunteer work and/or other special deeds and actions, and who demonstrate exceptional leadership and career/academic purpose. The Youth Achievement Awards will be for two categories:

1. One \$1000 scholarship awarded to a graduating high school senior
2. One \$500 scholarship awarded to a student in ninth, tenth, or eleventh grade.

:SAFEbuilt’s core values of service, teamwork, improvement, integrity and respect are very evident based on their performance within the City of Troy” Community Affairs Director Cindy Stewart said. “SAFEbuilt’s involvement in this annual scholarship program shows their commitment to the communities they serve and it will be an honor to recognize some of our Troy teens who also work hard serving Troy.”

“The two students who won last year, K.C. Scudder and Frank Boudon, were excellent examples of our involved and dedicated teens who demonstrated exceptional leadership and career/academic purpose,” Stewart added. K. C. Scudder is finishing up his freshman year at University of Dayton and Frank Boudon is completing his junior year at Troy High School.

“SAFEbuilt is proud to support the local youth and the City of Troy by offering this scholarship opportunity,” SAFEbuilt Director of Operations Matthew Royer said.

The attached application must be fully completed to apply for either of these two awards. Award winners will be recognized at a June or July Troy City Council Meeting.

Applications can also be found online at

<http://troymi.gov/Portals/0/Files/SAFEbuiltScholarshipForm2014.pdf>

Students must submit the application form by June 10 at 4pm to the City of Troy Community Affairs Department, 500 W. Big Beaver Road, Troy MI 48084. If you have questions, please call 248.524.1147.

###



CITY COUNCIL AGENDA ITEM

Date: July 3, 2014

To: Brian Kischnick, City Manager

From: Jeanette Menig, Human Resources Director

Subject: **AGENDA ITEM** – Contract Ratification – Troy Fire Staff Officers Association (TFSOA) 2014-2019

BACKGROUND

The City of Troy and Troy Fire Staff Officers Association (TFSOA) recently reached a tentative agreement for a five-year successor collective bargaining agreement to replace the contract that expired June 30, 2014.

As seen in the attached Tentative Agreement Summary, this agreement provides for a wage increase, some of which is in the form of a signing bonus (lump sum). The agreement also changes health insurance whereby all TFSOA employees will only have one plan available - Blue Cross Community Blue PPO with the same prescription drug rider, deductibles and co-pays in place for Community Blue plan participants in other employee groups. With the entire bargaining unit accepting Community Blue PPO, there would be an opt-out of PA 152 for three years (2014, 2015, and 2016) and the opportunity for a reopener on the issues of health insurance and/or wages on or after July 1, 2017.

Additionally, two changes to retiree health insurance (for those hired prior to the implementation of the Retiree Health Savings Plan) will reduce the City's future liability: the accrual of employer-paid retiree health insurance will decrease from 4% to 3% for each future year of service, and the maximum is reduced from 100% to 90%.

Other changes to personal business and personal holiday leave time, short and long-term disability, instituting minimum call-in time and time and a half for working on a City-designated holiday, are efforts to align the TFSOA benefits to other groups. The agreement also includes an enhancement in vision benefits and the uniform allowance, to reflect increased costs (the clothing allowance had not been updated since the initial collective bargaining agreement in 1995).

RECOMMENDATION

City management supports and recommends approval of the tentative agreement between the City of Troy and the Troy Fire Staff Officers Association (TFSOA) for a five-year successor collective bargaining agreement that will replace the contract that expired June 30, 2014.

A summary of the tentative agreement and the resulting contract language changes are attached.

TENTATIVE AGREEMENT SUMMARY
City of Troy and TFSA
2014-2019 Collective Bargaining Agreement
(With Side-by-side Comparison where applicable)

ISSUE	CURRENT	TENTATIVE AGREEMENT
Contact Duration		Five years
Wages		Upon ratification 1% plus \$500 signing bonus July 1, 2015 1% plus \$250 lump sum July 1, 2016 1% plus \$250 lump sum July 1, 2017 1% plus \$250 lump sum July 1, 2018 1% plus \$250 lump sum
Health Insurance	<ol style="list-style-type: none"> 1. Blue Cross CB PPO, BCN & HAP <ol style="list-style-type: none"> a) \$10/40 generic/brand Rx (PDR) b) 2x MOPD (\$20 co-pay for 3 mo Rx supply) c) \$30 office visit co-pay; \$50 ER co-pay (waived if admitted) d) \$250/\$500 basic deductible e) 5% employee premium cost-share 2. Eye exams and lenses every 24 months 	<ol style="list-style-type: none"> 1. Eliminated HMO's 2. Eye exams and lenses every 12 months 3. City selects PA 152 Local Government Opt Out for 2014, 2015, 2016
Retirement	<ol style="list-style-type: none"> 1. Accrual of employer-paid retiree health insurance is 4% per year of service, up to 100% maximum 	<ol style="list-style-type: none"> 1. Accrual of employer-paid retiree health insurance is 3% for each future year of service, up to 90% maximum.
Uniform Allowance	<ol style="list-style-type: none"> 1. Clothing allowance \$550 2. Cleaning allowance \$300 	<ol style="list-style-type: none"> 1. Clothing allowance \$1000 2. Cleaning allowance eliminated
Call-in time		3 hour minimum
Personal Leave	<ol style="list-style-type: none"> 1. Personal Business Time = 24 hrs 2. Personal Holiday Time = 24 hrs 	<ol style="list-style-type: none"> 1. Personal Business Time = 20 hrs 2. Personal Holiday Time = 30 hrs
Miscellaneous		Short and long-term disability plans standardized to most other employee groups. Added Emergency Manager language Other language changes to bring contract language up to date.

TENTATIVE AGREEMENT
City of Troy and TFSOA
2014-2019 Collective Bargaining Agreement

ARTICLE 14. HOURS OF WORK

Update to reflect a previously negotiated Letter of Understanding and:

- 14.4 **When an employee is called in at other than his normal scheduled work shift, he shall be compensated for a minimum of three (3) hours, provided that the call-in is not contiguous with the employee's normal shift.**

ARTICLE 16. PERSONAL BUSINESS TIME

- 16.1 An employee may be granted up to 24 **twenty (20)** hours of personal business time in any one calendar year with the prior approval of the Fire Chief or his designee. Such personal business time must be requested three days in advance and must be for a specific purpose which the employee could not normally accomplish on his/her own time.

~~16.2 With the exception of the first 16 hours, personal business time shall be deducted from the employee's accumulated sick leave.~~

ARTICLE 21. HOLIDAYS

- 21.1 On January 1, each employee shall be eligible for a total of ~~404~~ **one hundred ten (110)** hours of holiday leave per year as of date of hire. This leave will include the day off with pay for each designated holiday as it occurs, and the balance of the leave (**30 hours**) as personal holidays.

- 21.6 Any employee called in to work on a City-designated holiday will be compensated at time and a half.**

ARTICLE 23. DISABILITY INSURANCE

- a. Such policy shall provide that an employee shall receive sixty percent (60%) of his regular base salary excluding any premium pay, less any offsets permitted under the insurance contract between the Employer and the insurance carrier; if an employee is eligible as provided in the insurance policy for such benefits, he shall commence receiving benefits under such policy commencing on the 31st calendar day following the date on which the employee was first absent from work due to such sickness or disability and shall be paid for a maximum of fifty-two (52) weeks or until such time as he receives long-term disability benefits, whichever shall first occur. ~~An employee's short term insurance benefit may be enhanced each pay period by a supplement of up to eight hours of holiday pay, accrued sick leave credits, vacation credits, or floating holidays provided the employee has the listed time available. Failure to supplement such insurance with leave days terminates additional leave time accrual during the disability period. An employee must notify the City's Finance Department if he/she does not wish payment for supplemental leave time added to disability insurance. This option is available only once during the period of disability, and must be exercised during the first week an employee is in receipt of short term disability benefits.~~ **If available, a charge of up to eight (8) hours per pay period of the employee's accrued leave time shall supplement the insurance payment. If**

leave time is used to supplement this insurance, a supplement from the City will provide an approximate additional 10% of the employee's gross salary.

23.2 Long-Term Disability: The Employer will provide a long-term disability insurance policy for an employee who has three or more years of service, effective with the enrollment date following completion of such three years, which shall provide a benefit for long-term disabilities equal to fifty percent (50%) of an employee's base salary, ~~less any premium and less any offsets permitted under the insurance contract between the employer and the insurance carrier.~~ **If available, a charge of up to eight (8) hours per pay period of the employee's accrued leave time shall supplement the insurance payment. If leave time is used to supplement this insurance, a supplement from the City will provide an approximate additional 10% of the employee's gross salary.** Eligibility for insurance coverage shall terminate on the earliest date on which an employee either terminates (on a voluntary or involuntary basis), is laid off or is placed on an unpaid leave of absence.

- c. ~~An employee's long term insurance benefit may be enhanced each pay period by a supplement of up to eight hours of holiday pay, accrued sick leave credits, vacation credits, or floating holidays provided the employee has the listed time available. Failure to supplement such insurance with such leave days terminates additional leave time accrual during the disability period. An employee must notify the City's Finance Department if he/she does not wish payment for supplemental leave time added to disability insurance. This option is available only once during the period of disability as referenced in Article 23.1 (a).~~ **Employees who are absent from work for reasons of non-duty disability shall continue to accrue benefits pursuant to rules governing leave accrual during the first full two (2) years of their disability. During the second year of the non-duty disability, sick leave only shall accrue. Hospitalization insurance shall be continued during the first full two (2) years of their disability. After two years of non-duty disability, employees shall not accrue additional leave time.**

ARTICLE 24. DUTY-CONNECTED DISABILITY

2. Treating with the City-designated clinic for the first **twenty-eight (28)** ~~ten (10)~~ days after the injury, **pursuant to the current Michigan Worker's Compensation law (if the Michigan Worker's Compensation law changes, the period will mirror the law);**

ARTICLE 28. UNIFORMS

28.2 Each fiscal year, after the first (1st) anniversary date of the employee, each employee shall be allotted a basic clothing allowance of ~~five hundred fifty dollars (\$550.00)~~ **one thousand dollars (\$1000)**. Said allowance shall be placed in an account in the employee's name and shall be disbursed upon submittal of original receipts or invoices for approved clothing and personal equipment purchasing

~~28.4 Each year between March 1 and March 31, each employee shall receive a cleaning allowance of three hundred dollars (\$300.00) by check which shall be comprised of \$25.00 for each month that the employee was actively working in the previous twelve-month period.~~

ARTICLE 26. ~~HOSPITALIZATION AND MEDICAL~~ **HEALTH** INSURANCE

Update to reflect a previously negotiated Letters of Understanding and:

26.1 The Employer shall provide the following ~~hospitalization and medical~~ **health** insurance for employee and family equal to or better than the following:

d. Vision Insurance including benefits for eye exams and corrective lenses every 12 months.

26.8 The City shall opt out of PA 152 for three (3) years (2014, 2015, 2016) and there shall be a reopener at either party's request on the issue of health insurance for July 1, 2017 and/or July 1, 2018.

ARTICLE 29. ~~LONGEVITY~~

Remove Article to reflect a previously negotiated Letter of Understanding

ARTICLE 30. RETIREMENT

Update to reflect a previously negotiated Letter of Understanding and:

30.4 Health Care for Retirees:

1. For employees hired prior to July 1, 2006, upon regular retirement, early retirement, or disability retirement, the City will pay for ~~medical and hospitalization~~ **health** insurance as described in Article 26.1.a. above (less optical) at the rate of 4% per complete year of credited service (~~maximum 100%~~) **(effective 7/1/14, 3% per each future year of service), to a maximum of 90%. Current employees who, as of 7/1/14, would be eligible for 90% or more shall not have this amount reduced as a result of this paragraph. Coverage is** for 2-person coverage for retiree and spouse (or dependent child) at the time of retirement, ~~provided that the retired employee or spouse is drawing benefits or a pension pursuant to the City of Troy Retirement Ordinance, and provided also that the retiree shall apply for Medicare or its equivalent when eligible, and the Employer shall then provide supplemental insurance benefits. However, in the case of a duty disability retiree, the computation shall be not less than the amount it would be if the member had 10 years of credited service. A retiree may pay, at his/her own option and expense, the difference between a two-person and family rate.~~

ARTICLE 31. ~~EXIT INTERVIEWS~~

Remove Article and re-number remaining Articles

ARTICLE 33. RESIDENCY

Update to reflect a previously negotiated Letter of Understanding

ARTICLE 34. WAGES

Effective date of ratification: 1% across the board increase + \$500 lump sum bonus
Effective 7/1/2015: 1% across the board increase + \$250 lump sum bonus
Effective 7/1/2016: 1% across the board increase + \$250 lump sum bonus
Effective 7/1/2017: 1% across the board increase + \$250 lump sum bonus
Effective 7/1/2018: 1% across the board increase + \$250 lump sum bonus

ARTICLE 35. DURATION OF AGREEMENT

35.1 This Agreement shall remain in full force and effect from date of execution until June 30, ~~2009~~**2019**, and thereafter for successive periods of one year unless either party shall, on or before the sixtieth (60th) day prior to expiration, serve written notice on the other party of a desire to terminate, modify, or amend this Agreement.

35.2 Either party may re-open this agreement on or after 7/1/2017 for matters related to health insurance and or wages.

Insert **ARTICLE ##. USE OF FIRE DEPARTMENT STAFF VEHICLES**

Insert Section to reflect a previously negotiated Letter of Understanding

Insert **ARTICLE ##. EMERGENCY MANAGER**

An emergency manager appointed under the Local Financial Stability and Choice Act ("Act") may reject, modify or terminate the collective bargaining agreement as provided within the Act. Provisions required by this subsection are prohibited subjects of bargaining under this act.

By inclusion of this article, as mandated by statute, the Union does not waive the right to challenge, under Article I, section 10 of the Michigan Constitution, actions of an Emergency Manager which invalidate any provisions of an existing collective bargaining agreement.



CITY COUNCIL REPORT

July 16, 2014

TO: Brian Kischnick, City Manager

FROM: Mark F. Miller, Director of Economic and Community Development
Glenn Lapin, Economic Development Specialist

SUBJECT: Joint Local Development Finance Authority (LDFA) Proposed Extension

Background

In 2003, the cities of Southfield and Troy entered into an agreement to form a Joint Local Development Finance Authority. The major goal of the Troy LDFA was to attract and provide financial support to Automation Alley as a part of the Smart Zone and Certified Technology Park (CTP) located near Big Beaver Road and Bellingham Street. Automation Alley is Michigan's largest technology business association with 1,000 public and private sector members from eight counties. Automation Alley connects government, business and education to drive economic growth in Southeast Michigan. Other major employers in the Smart Zone/CTP include Altair, Inergy Automotive Systems, INA USA Corp, Schaeffler Group USA, Seco Tools and NBS Commercial Interiors. The current LDFA expires December 31, 2017.

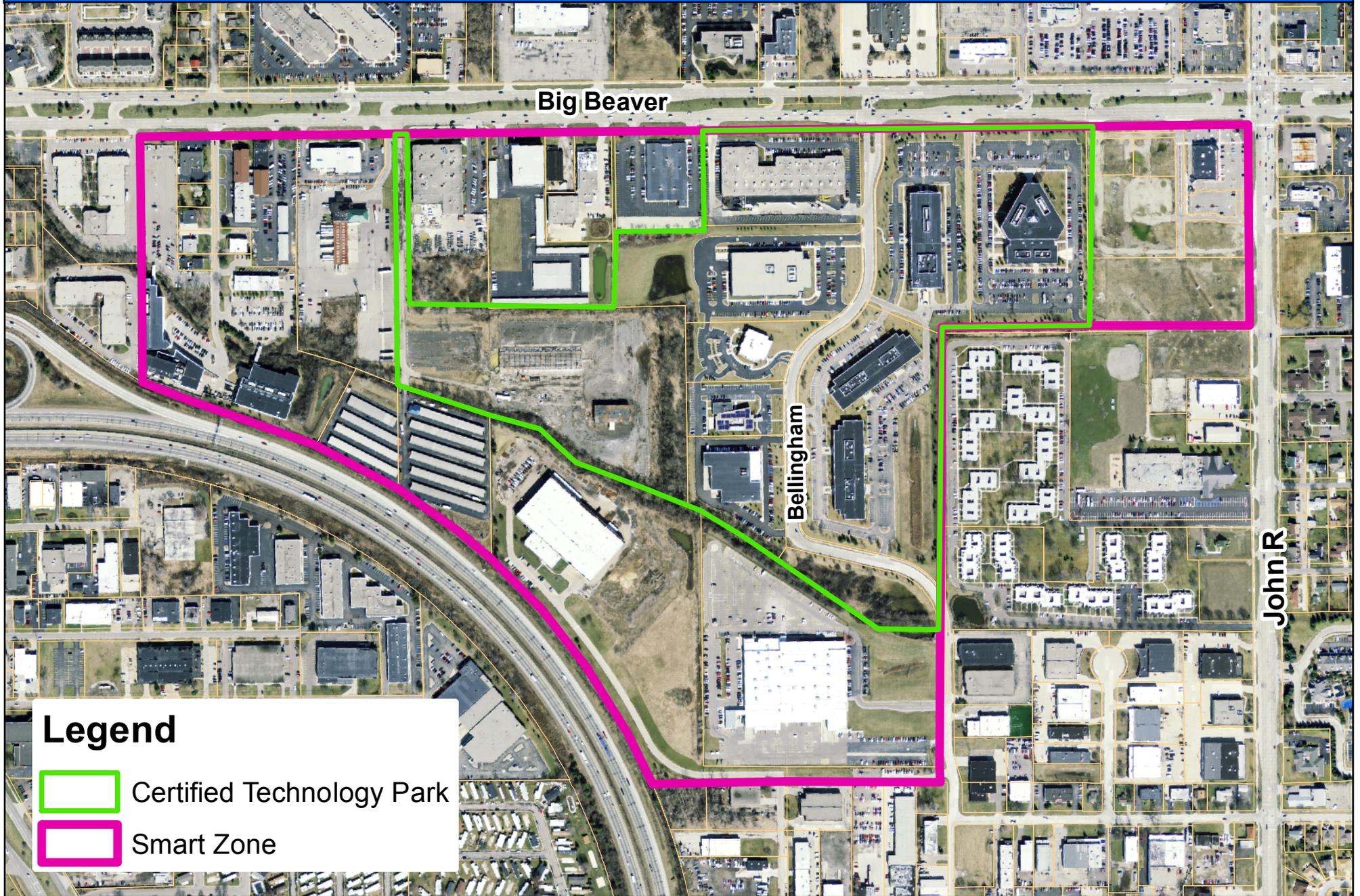
Proposed Extension

At the April 28, 2014 LDFA meeting, the LDFA recommended to city management that a 5-year extension of the joint LDFA be pursued to provide continuing assistance to Automation Alley. In addition, the LDFA encouraged city management to explore a 15-year extension of the LDFA if an appropriate satellite could be identified. The attached request for a 5-year extension was submitted to the Michigan Economic Development Corporation on June 27, 2014. City management worked closely with Automation Alley, joint LDFA partner City of Southfield and Troy's planning consultant Carlisle Wortman Associates on this extension request. The MEDC accepted the request and instructed the City and LDFA to move forward on drafting the 5-year extension of the development and TIF plan. City management will continue to work with our partners on drafting a plan.

City management continues to explore the feasibility of a 15-year extension. As required by the MEDC, a 15-year extension must be done in partnership with a satellite local unit of government located outside of Oakland County. Discussions with potential satellite partners have begun to see if the partners can benefit from a joint application for a 15-year extension. The MEDC has set a September 30, 2014 deadline for submitting a summary request for a 15-year extension. A more in depth plan would be required if the summary request is accepted by the MEDC. Both the 5-year and 15-year extension requests may be pursued concurrently.



Smart Zone / LDFA District



Legend

-  Certified Technology Park
-  Smart Zone

**Cities of Southfield and Troy
Joint Local Development Finance Authority
Executive Summary – 5 year Extension Request**

Request

The Cities of Southfield and Troy seek approval of this Executive Summary requesting a 5-year TIF Extension. The LDFA intends to meet the required legislative criteria including:

- 1) LDFA agrees to additional reporting requirements including:
 - Providing monthly reporting for the term of the TIF capture on the following information for companies served by the SmartZone: companies created, jobs created, and investment in companies by source (federal grants, state grants, venture capital, angel funding, and increase in revenue).
 - Providing annual reports for the term of the TIF capture reporting on the progress of regional collaboration.
- 2) LDFA agrees to modify its TIF plan to include regional collaboration.
- 3) The Cities also provided a summary of TIF performance against original plan.

Background

In 2003, the Cities of Southfield and Troy entered into an agreement to form a Joint Local Development Finance Authority. As a result, the Certified Technology Park designations were established within the Cities of Southfield and Troy (see Figure 1).

The major goal of the Troy LDFA was to attract and support Automation Alley Headquarters in the Certified Technology Park (CTP). Automation Alley is Michigan's largest technology business association with a membership of 1,000, connecting government business and education to drive growth of Southeast Michigan's economy. Other major employers in the CTP include Altair, Inergy Automotive Systems, INA USA Corp, Schaeffler Group USA, Seco Tools and NBS Commercial Interiors.

Automation Alley is located in a 15,430 square foot building which includes certain specialized space designed to accomplish this mission. The Alley is looking to expand operations in Troy which will require additional space. The City has currently budgeted LDFA funds to assist the Alley in evaluating their space needs.

The Southfield CTP is home to a number of large employers including Hantz Bank, CBS Radio, and Barton Malow. The former headquarters of Blue Cross is also located within CTP. Reoccupying the former Blue Cross building and stimulating development of the 34 acre campus is a major challenge faced by the Southfield LDFA. The LDFA has focused on financing and constructing major infrastructure improvements to serve the Park.

While this Executive Summary addresses a 5-year Extension, the Cities of Southfield and Troy intend to explore the feasibility of pursuing a 15-year Extension.

Accomplishments

Troy LDFA

The Joint Local Development Finance Authority adopted a Development and Tax Increment Financing Plan. The adoption of the plan allowed for financing and construction of certain public improvements, which the City of Troy needed to support the CTP. The TIF also provided a certain level of support for the business accelerator/incubator program operated by Automation Alley. As a result, the City was able to attract Automation Alley to the CTP and assist in an additional expansion.

The City's support for Automation Alley has yielded impressive results. The Alley has invested in high-tech startups, promoted expert sales and created or supported 4,791 jobs. In addition to business attraction and development, Automation Alley has secured training grants to make high level IT training available to its local partner companies.

In return for its support of Automation Alley, Troy has benefitted significantly. Over 16% of the Alley's members are Troy-based. The City has been featured in numerous Automation Alley promotions and publications. As a Foundation member, the City also enjoys the use of the Alley's facilities and meeting rooms.

Southfield LDFA

The Southfield LDFA has devoted considerable resources to improving infrastructure to the CTP. The Southfield LDFA has financed their share of the cost of I-696 interchange improvements and financed and constructed improvements to Franklin Road, Center Drive, America Drive and Eleven Mile Road. In addition, there have been landscaping and lighting improvements in conjunction with road and pedestrian improvements.

Regional Collaboration

The Cities of Southfield and Troy, in collaboration with public- and private-sector partners, are focused on helping businesses grow. Both Cities recognize the benefit of collaborative arrangements with other community partners. Expanded collaboration could be a benefit through attraction and retention of a trained workforce, nurturing existing second stage companies and formation of new technology based businesses.

The City of Troy has formed a strong alliance with key stakeholders including Automation Alley, Walsh College, Troy Chamber of Commerce, Oakland County's Economic Development Office and the Michigan Economic Development Corporation to provide targeted business assistance. Through an economic gardening approach, Troy's economic development staff assists local companies by identifying specific

business needs and providing the information, infrastructure and connectivity necessary to address those needs. By leveraging Troy's unique community assets, partnerships and available tools to promote business growth, the City is creating an environment for investment.

The City of Southfield established a strong track record of intergovernmental collaboration with more than 150 partnerships. Centrally located within the region, the City coordinates economic development activities with MEDC, Oakland County, the Detroit Regional and Southfield Area Chambers and other state and regional organizations. Southfield also has an active partnership with Lawrence Technological University (LTU). LTU is launching the LTU Detroit Design and Technology Center in Midtown Detroit.

Troy's partnership with and support for Automation Alley resulted in one of the most successful regional collaboration efforts in Michigan. As part of the request for a 5 year extension, the City of Southfield agrees to expand their efforts at regional collaboration by providing additional support for Automation Alley, including, but not limited to, becoming a foundation member. Therefore, both Troy and Southfield agree to support the Alley's extensive program of regional collaboration. With membership located in Oakland, Macomb, Wayne, Washtenaw, Livingston, Genesee, Ingham and St. Clair Counties, Automation Alley has additional offices in Macomb County, Sterling Heights, and Detroit. As a result, Automation Alley will continue to conduct the following regional activities:

- Workforce training across region
- Programming presented across region
- Invested nearly \$9 million in companies within region resulting in several thousand jobs
- Introduced a significant number of companies within region to global marketplace visiting 22 nation and securing \$350 million in contracts
- Automation Alley Technology Gala has been held in Detroit, Wayne County, Oakland County and Macomb County
- Prepare the only State of Technology Report in Michigan

Goals of Extension

While both the Southfield and Troy LDFA's will finance their own activities, the extension would achieve the following mutual goals:

- Retain Automation Alley in Oakland County and allow it to expand.
- Continue to invest in infrastructure needed to keep both CTP's viable. This will include both drainage and road improvements.
- Attract new investment to market vacant properties, such as the former Blue Cross Headquarters, within the Southfield LDFA.
- Expand regional collaboration with existing partners and form new partnerships.

Reporting Requirements

In the request for extension, the Joint Southfield and Troy LDFA's will agree to additional reporting requirements including:

- Providing monthly reporting for the term of the TIF capture on the following information for companies served by the SmartZone: companies created, jobs created, and investment in companies by source (federal grants, state grants, venture capital, angel funding, and increase in revenue).
- Providing annual reports for the term of the TIF capture reporting on the progress of regional collaboration.

Performance against Original Plan and Effect of Extension

Troy LDFA

As has been experienced with other TIF's, the Smart Zone LDFA has captured significantly less than anticipated. The original TIF plan projected \$7,545,521 in tax capture from 2002-2013, though only \$1,840,191 was captured. While the decline in taxable value appears to have stabilized, increases in taxable value going forward will increase at the rate of inflation. No significant increases within the District can be anticipated through new development.

Table 1 provides a projection of estimated revenues for the remaining 5 years of the LDFA and for 5 additional years if extended. For the next 5 years, the LDFA will generate \$453,272. If extended for another 5 years, the LDFA would generate \$512,836.

Southfield LDFA

The Southfield LDFA has captured sufficient TIF revenues to fund infrastructure improvements set forth in the Joint LDFA Development and Financing Plan. The original TIF plan projected \$4,701,538 in tax capture (include the amount of local capture and school capture) from 2002-2013, though only \$2,559,024 was captured. Table 2 provides a projection of estimated revenue for the remaining 5 years of the LDFA and for additional 5 years if extended. For the next 5 years, the LDFA will generate \$1,275,539. If extended for another 5 years, the LDFA would generate \$1,442,015.

Table 1
Troy LDFA
Estimated Revenues

	Revenue ¹	
	Gross (\$)	Net (\$)
2014	86,234	77,610
2015	88,389	79,550
2016	90,599	81,539
2017	92,864	83,577
2018	95,186	85,667
Subtotal	453,272	407,944
2019	97,565	87,808
2020	100,005	90,004
2021	102,505	92,254
2022	105,067	94,560
2023	107,694	96,924
Subtotal	512,836	461,552
Total	966,108	869,497

1 Gross revenue assumes 2.5% increase annually. Net revenues assume stable \$14,500 annually for administrative cost.

Table 2
Southfield LDFA
Estimated Revenues

	Revenue ¹	
	Gross (\$)	Net (\$)
2014	242,477	218,229
2015	248,538	223,684
2016	254,751	229,275
2017	261,120	235,008
2018	267,648	240,883
Subtotal	1,274,539	1,147,085
2019	274,339	246,905
2020	281,197	253,077
2021	288,227	259,404
2022	295,433	265,889
2023	302,819	272,537
Subtotal	1,442,015	1,297,813
Total	2,716,551	2,444,895

1 Gross revenue assumes 2.5% increase annually. Net revenues assume 10% allocation annually to administration.

A. CALL TO ORDER:

A Special Meeting of the Troy City Council was held on Monday, July 7, 2014, at City Hall, 500 W. Big Beaver Rd. Mayor Slater called the meeting to order at 6:00 PM.

B. ROLL CALL:

- Mayor Dane Slater
- Jim Campbell
- Wade Fleming
- Dave Henderson
- Ellen Hodorek
- Ed Pennington – Arrived at 6:23 PM
- Doug Tietz

Vote on Resolution to Adjourn into Closed Session

Resolution #2014-07-094
 Moved by Henderson
 Seconded by Fleming

BE IT RESOLVED, That Troy City Council **SHALL ADJOURN** into Closed Session, as permitted by MCL 15.268 (c) – Labor Negotiations – Troy Communications Supervisors Association (TCSA).

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

C. DISCUSSION ITEMS:

C-1 Closed Session

Council Member Pennington arrived at 6:23 PM.

D. PUBLIC COMMENT:

E. ADJOURNMENT:

The Meeting **ADJOURNED** at 6:37 PM.

Mayor Dane Slater

M. Aileen Bittner, CMC
 City Clerk

Pastor Dan Lewis from Troy Christian Chapel 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, July 7, 2014, at City Hall, 500 W. Big Beaver Rd. Mayor Slater called the meeting to order at 7:31 PM.

B. ROLL CALL:

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

C. CERTIFICATES OF RECOGNITION AND SPECIAL PRESENTATIONS:

C-1 Recognition to Sam Lamerato on Receiving the First Legendary Lifetime Achievement Award from Government Fleet

C-2 Recognition to Billy Casper Golf for Sanctuary Lake Golf Course Being Recognized for Environmental Excellence by Audubon International

C-3 Proclamation Celebrating Parks and Recreation Month – July, 2014

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:

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 – Liquor Advisory Committee, Parks & Recreation Board

a) Mayoral Nominations:

The Mayor took no action on this Item.

b) City Council Nominations:

Resolution #2014-07-095
Moved by Henderson
Seconded by Fleming

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:

[Parks and Recreation Board](#)

Appointed by Council

7 Regular Members and 1 Troy School Board Member:

Regular Member: 3 Year Term / Troy School Board Member: 1 Year Term

Nominations to the Parks and Recreation Board:

Term Expires: 7/31/2015

Gary Hauff

Term currently held by: Gary Hauff

Term Expires: 7/31/2015

David Bluhm

Term currently held by: David Bluhm (Student)

Yes: All-7
No: None

MOTION CARRIED

I-3 No Closed Session Requested

I-4 inTeracTion Troy Update (Introduced by: Maggie Hughes, Management Assistant)

I-5 Troy Roads Rock Update (Introduced by: Steve Vandette, City Engineer)

J. CONSENT AGENDA:

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

Resolution #2014-07-096
Moved by Fleming
Seconded by Campbell

RESOLVED, That Troy City Council hereby **APPROVES** all items on the Consent Agenda as presented.

Yes: All-7
No: None

MOTION CARRIED

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

J-2 Approval of City Council Minutes

Resolution #2014-07-096-J-2

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

a) City Council Minutes-Draft – June 16, 2014

J-3 Proposed City of Troy Proclamations:

a) Proclamation Celebrating Parks and Recreation Month – July, 2014

J-4 Standard Purchasing Resolutions:

a) Standard Purchasing Resolution 3: Exercise Renewal Option - Topsoil

Resolution #2014-07-096-J-4a

WHEREAS, On July 9, 2012, Troy City Council awarded a two-year contract with an option to renew for one additional year to provide topsoil to Anderson Excavating Inc, of Waterford, MI (Resolution #2012-07-145-J4b); and

WHEREAS, The City of Troy has determined that Anderson Excavating, Inc. meets all the terms and conditions of the original bid; and

WHEREAS, Anderson Excavating, Inc. has agreed to exercise the one-year option to renew under the same prices, terms, and conditions of the original bid;

NOW, THEREFORE, BE IT RESOLVED, That the Troy City Council hereby **EXERCISES** the option to renew a contract to provide one-year requirements of topsoil on an as-needed basis under the same contract prices, terms, and conditions; contract expiring June 30, 2015.

b) Standard Purchasing Resolution 2: Low Bidder Meeting Specifications – Gym Floor Project

Resolution #2014-07-096-J-4b

RESOLVED, That Troy City Council hereby **AWARDS** a contract to furnish all equipment, material, and labor to repair broken boards and re-sanding of the existing wood floor in the main gym, including sealer, paint, and finish at the City of Troy Community Center to the low bidder meeting specifications: All Court, Inc. of Northville, MI, for an estimated total cost of \$20,300.00, as contained in the bid tabulation opened June 19, 2014, a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

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

c) Standard Purchasing Resolution 2: Sole Bidder Meeting Specifications – Pool Repairs at the Troy Community Center

Resolution #2014-07-096-J-4c

RESOLVED, That Troy City Council hereby **AWARDS** a contract to furnish all labor, materials, and equipment to re-marcite and re-grout tiles in the pools at the Troy Community Center to the sole bidder; *SonSeeker Pool Masonry LLC of Grand Rapids, MI* for an estimated total cost of \$37,434.50, at prices contained in the bid tabulation opened June 19, 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** the contractor's submission of properly executed bid and contract documents, including insurance certificates, bonds and all other specified requirements.

d) Standard Purchasing Resolution 2: Low Bidder Meeting Specifications – Fitness Equipment

Resolution #2014-07-096-J-4d

RESOLVED, That Troy City Council hereby **AWARDS** two (2) contracts to the low bidders meeting specifications or approved equivalent to provide fitness equipment for the Troy Community Center to *All Pro Exercise of Plymouth Township, MI* and to *Direct Fitness*

Solutions, LLC of Mundelein, IL as detailed below; at an estimated total cost of \$63,980.00 at the prices contained in the bid tabulation dated June 26, 2014, a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

		All Pro Exercise	Direct Fitness Solutions, LLC
TOTAL COST FOR NEW EQUIPMENT		\$37,145.00	\$34,635.00
Deduct Trade-Ins		\$5,700.00	\$3,000.00
Estimated Net Total Cost low bid as specified or approved equivalent Items less All Trade-ins:		\$31,445.00	\$31,635.00
Add'l Eqpt. to Purchase	\$900.00	\$900.00	
Concept 2 Rower Model E (1)			
Estimated Grand Total Cost bid as specified or approved equivalent less Trade-in Items and additional Item #7:		<u>\$32,345.00</u>	<u>\$31,635.00</u>

BE IT FURTHER RESOLVED, That the award is **CONTINGENT UPON** the company’s submission of properly executed bid and contract documents, including insurance certificates and all other specified requirements.

J-5 Approval for Reimbursement for Installation of Sanitary Sewer and Water Main as Part of the Huron Drive Extension – Project No. 14.902.3

Resolution #2014-07-096-J-5

RESOLVED, That reimbursement to Mondrian Properties Villas West LLC for the installation of approximately 149 feet of 8” sanitary sewer, 307 feet of 8” water main and related work as part of the Huron Drive Extension development in the amount of \$23,294.00 to service properties on Barilane is hereby **APPROVED**, with payment due upon completion of the construction and final approval by the Engineering Department.

BE IT FURTHER RESOLVED, If additional work is required such additional work is **AUTHORIZED** in an amount not to exceed 10% of the total project cost.

J-6 Private Agreement – Contract for Installation of Municipal Improvements – Troy Marriott Hotels – Project No. 13.920.3

Resolution #2014-07-096-J-6

RESOLVED, That the Contract for the Installation of Municipal Improvements (Private Agreement) between the City of Troy and A & M Hospitalities, is hereby **APPROVED** for the installation of Water Main, Sanitary Sewer, Concrete Sidewalk and Approaches, 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-7 Request for Acceptance of Two Permanent Easements from Venkata Krishna-Rao Hari and Swapna Kalyanam – Sidwell #88-20-23-353-026

Resolution #2014-07-096-J-7

RESOLVED, That City Council hereby **ACCEPTS** two permanent easements for storm sewer and surface drainage, and sidewalk from Venkata Krishna-Rao Hari and Swapna Kalyanam, owners of the property having Sidwell #88-20-23-353-026;

BE IT FURTHER RESOLVED, That the City Clerk is hereby **DIRECTED** to record the easements with the Oakland County Register of Deeds, copies of which shall be **ATTACHED** to the original Minutes of this meeting.

J-8 Classified and Exempt Classification and Pay Plans

Resolution #2014-07-096-J-8

WHEREAS, The Classification Plan for Classified Employees, Classification Plan for Exempt Employees and the Pay Plan for Classified and Exempt Employees was last revised July 2008; and

WHEREAS, The City has consolidated positions, eliminated positions, re-titled positions and added new positions to the organization since the last revision; and

WHEREAS, The Personnel Board has reviewed and approved the revised Classification Plan for Classified employees;

BE IT RESOLVED, That Troy City Council hereby **APPROVES** the July 1, 2014 revisions to the Classification Plan for Classified Employees, Classification Plan for Exempt Employees and the Pay Plan for Classified and Exempt Employees.

J-9 City Attorney Annual Evaluation

Resolution #2014-07-096-J-9

BE IT RESOLVED, That the annual salary of City Attorney Lori Grigg Bluhm **SHALL** be increased by 1 %, effective July 5, 2014.

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

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

Colohan, Debbi	Spoke about the State fireworks laws.
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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 Council Comments**

Mayor Slater requested that City Attorney Lori Bluhm update the residents on the current fireworks laws. She indicated that the City of Troy amended the City Ordinances to allow the discharge of fireworks on the day before a holiday, the day of the holiday, and the day immediately following a holiday. The discharging of fireworks outside of those days is in violation of City Ordinance. Chief Mayer commented on calls for service pertaining to firework complaints and the action taken by the Police Department.

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

- a) Traffic Committee-Final-April 16, 2014
- b) Zoning Board of Appeals-Final-May 20, 2014
- c) Planning Commission-Special/Study-Final-May 27, 2014
- d) Planning Commission-Draft-June 10, 2014
- e) Planning Commission-Final-June 10, 2014
- f) Traffic Committee-Draft-June 18, 2014

Noted and Filed

O-2 Department Reports:

- a) Executive Summary Engagement Plan – 2014 Troy Master Plan Update

Noted and Filed

O-3 Letters of Appreciation:

- a) Letter of Appreciation from Richard Dylewski, Jr., Chief, Clawson Fire Department, Thanking Troy Fire Department for Station Coverage

Noted and Filed

O-4 Proposed Proclamations/Resolutions from Other Organizations: None Submitted**O-5 Notice of Hearing for the Customers of DTE Electric Company Case No. U-17602**

Noted and Filed

O-6 Road Commission for Oakland County Notice of Public Hearing on Dequindre Road Widening Plan, Long Lake to Auburn – July 9, 2014

Noted and Filed

O-7 July 2014 Update on Detroit Water and Sewerage Department
Noted and Filed

O-8 Second Quarter Litigation Report – City Attorney’s Office
Noted and Filed

O-9 Cross Connection Program
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 8:33 PM.

Mayor Dane Slater

M. Aileen Bittner, CMC
City Clerk



CITY COUNCIL AGENDA ITEM

Date: 7/14/2014

To: Brian Kischnick, City Manager

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

Subject: Standard Purchasing Resolution 3: Exercise Renewal Option – PRI Service to the City's Telephone Switch

History

- In April of 2011 a review of the City's voice and data telecommunications contracts was completed in cooperation with a telecommunications consultant, Telegation.
- Telnet Worldwide was originally chosen based on the recommendation of the consultant, Telegation, who provided their expertise in selecting the best solution for the lowest cost.
- As a result of that review it was recommended and City Council approved a three (3) year contract with Telnet Worldwide (Resolution #2011-04-085-J-7) for Primary Rate Interface (PRI) Service. PRI Service provides the necessary voice and long distance services to the City's telephone switch.
- During this contract Telnet WorldWide has proven to be a very reliable and responsive vendor for the City.

Purchasing

- The current contract expires August 17, 2014.
- Telnet WorldWide has offered to extend the current pricing, terms and conditions along with a credit for one free month of service with a subsequent renewal. Refer to Appendix A for renewal pricing detail.
- A Market Survey was recently conducted to verify that the current pricing offered by Telnet WorldWide continues to be competitive and the best value for the City. Market Survey details are also contained in Appendix A.

Financial

Funds are available in the City Hall operating budget.

Recommendation

City Management recommends City Council award a three (3) year contract for PRI service for the City's telephone switch to *Telnet Worldwide of Troy, MI* for an estimated monthly cost of \$944.00 plus regulatory fees and taxes; contract to expire August 17, 2017.



CITY COUNCIL AGENDA ITEM

Appendix A

Telnet Cost Detail

Current Product	3 Yr Renewal Option monthly cost
DID's x 560	\$ 84.00
2 PRI's	573.50
Unlimited local calling package	160.00
Federal EUCL	53.90
Subtotal	\$871.40
Estimated Long Distance	72.25
Rate plans would remain the same*	

Basic Monthly Recurring Cost **\$ 943.65**

One Free Month Credit **\$ 871.40**

	Local	IntraLATA	Intrastate	Interstate	Toll-Free
*Long Distance	\$0.000	\$0.000 / min	\$0.022 / min	\$0.022 / min	\$0.025 / min

NOTE: All pricing does not include regulatory fees or applicable taxes

Market Survey

Vendor	Estimated Cost over 3 years
Telnet	\$33,100
Windstream	\$33,273
Granite	\$44,217
AT&T	No response
Century Link	Out of territory
Integra	No local service



CITY COUNCIL AGENDA ITEM

July 11, 2014

To: Brian Kischnick, City Manager

From: MaryBeth Murz, Purchasing Manager
 Timothy L. Richnak, Public Works Director
 Samuel P. Lamerato, Superintendent of Fleet Maintenance

Subject: Standard Purchasing Resolution 4: State of Michigan – MiDEAL Program –
 Fleet Vehicles/Equipment

History

- The John Deere 672G all wheel drive Grader recommended for purchase is a replacement for the (2) two 1980 Galion graders to be auctioned or traded-in.
- This grader is used by the Department of Public Works to grade gravel roads, shoulders and Park maintenance. The all wheel drive grader also has the capability of removing snow.

Purchasing

- JDE Equipment/AIS Construction Equipment – A dealer for John Deere is one of the awarded low bidders from the State of Michigan – MiDEAL Program – Contract #071B1300116.
- This 2013 John Deere grader is a new *demonstrator* unit, with approximately 100 hours of use, and was discounted \$2,500. Note, that a 2014 model John Deere 672G, with the new federally mandated Tier-4 emissions, will have approximately an 8% price increase.
- JDE Equipment/AIS Construction Equipment has offered a trade-in allowance of \$5,500.00 for each grader
- On February 10, 2014 City Council authorized departments to utilize sites such as GovDeal.com to dispose of City owned surplus items. {Resolution #2014-02-017-J-4a} Therefore, note that the City may benefit from marketing the two (2) obsolete graders on the GovDeal.com site for optimal trade-in value.

Financial

Funds are available in the Public Works Fleet Division capital account.

Recommendation

City management requests authorization to purchase one (1) 2013 John Deere 672G grader for the Public Works Department from JDE Equipment/AIS Construction Equipment, of Grand Rapids, MI through the State of Michigan MiDEAL Program Contract #071B1300116 for an estimated total cost of \$262,356.00; less trade-in for the (2) two 1980 graders for a total of \$11,000 or better at the time of delivery of the new unit.



CITY COUNCIL AGENDA ITEM

Date: July 17, 2014

To: Brian Kischnick, City Manager

From: MaryBeth Murz, Purchasing Manager
Timothy L. Richnak, Public Works Director
Kurt Bovensiep, Public Works Manager

Subject: Standard Purchasing Resolution 2: Award To Lowest Bidders Meeting Specifications – Traffic Control Signs and Posts

History

The Streets Division is responsible for the maintenance of all city posted traffic control signs and posts. These signs and posts require new installations, as well as repairs and replacements to be in compliance with the most current standards as specified in the Michigan Manual on Uniform Traffic Control Devices.

Purchasing

On July 10, 2014, a bid opening was conducted as required by City Charter and Code for one (1) year requirements of traffic control signs and posts. The bid was posted on the Michigan Inter-governmental Trade Network (MITN) website; www.mitn.info and the bid was sent to the Troy Chamber of Commerce. (7) bid responses were received. Note that one (1) vendor; Garden State Highway Products did not meet specifications (DMS) on sign *items* and was not considered for award because their minimum shipment requirement of \$1500.00 greatly exceeded the \$500.00 minimum as specified in the bid documents. However, the company does meet specification for sign *posts*. Below is a detailed summary of potential vendors:

Companies notified via MITN	89
Troy Companies notified via MITN	2
Troy Companies notified Active email Notification	1
Troy Companies notified Active Free	1
Companies that viewed the bid	24
Troy Companies that viewed the bid	0

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.

Quantities are estimated and shall be purchased at quoted unit prices, on an as needed basis.

All items bid were separated into 11 proposal categories, A – K. Due to minimum shipment requirements, contracts are to be awarded on a proposal by proposal basis. Proposal H is a set-up fee to fabricate non-standard signs for all sizes listed in the contract. Therefore, all vendors awarded sign material contracts shall also be awarded Proposal H.



CITY COUNCIL AGENDA ITEM

Financial

Funds are available in the Operating Budgets of the Public Works Streets Division.

Recommendation

City management recommends awarding one (1) year contracts on a proposal by proposal basis to the following four (4) low bidders meeting specifications as detailed below for an estimated total cost of \$43,513.40 at unit prices contained in the bid tabulation opened July 10, 2014.

Bidder	Proposal	Estimated Total
Vulcan Signs	A, B, E, F, G, H	\$22,128.70
Rathco Safety Supply	C, D, J, H	\$15,608.70
Garden State Highway Products	K	\$2,916.00
Lightle Enterprises of Ohio LLC	I	\$2,860.00
Estimated Grand Total		\$43,513.40

Opening Date -- 07/10/2014
 Date Reviewed -- 07/16/2014

CITY OF TROY
 BID TABULATION
 TRAFFIC CONTROL SIGNS & POSTS

VENDOR NAME:

Vulcan Signs	Garden State Highway Products	Michigan State Industries
Foley, AL	Vineland, NJ	Lansing, MI
UNIT PRICE	UNIT PRICE	UNIT PRICE

PROPOSAL A: COMPLETE SIGNS, SINGLE FACE 3M HIGH INTENSITY PRISMATIC ON ALUMINUM

ITEM	EST QTY	DESCRIPTION			
1.	25	36" YIELD (R1-2)	\$15.60	\$ 17.19	\$ 56.30
2.	30	30" STOP (R1-1)	\$21.92	\$ 22.82	\$ 48.90
3.	10	36" STOP (R1-1)	\$31.83	\$ 32.97	\$ 72.80
4.	10	18" x 6" All Way (R1-4)	\$3.01	\$ 3.29	\$ 11.90
5.	500	12" x 12" No Parking (R8-3A)	\$4.31	\$ 4.53	\$ 10.30
PROPOSAL A: EST TOTAL --			\$3,551.00	\$ 3,741.95	\$ 8,871.50

PROPOSAL B: 3M STANDARD PRE-PRINTED TRAFFIC SIGN FACES HIGH INTENSITY

1.	500	12" X 12" No parking Symbol R8-3A Faces	\$ 2.05	\$ 1.54	\$ 8.70
2.	10	30" S1-1 Stop Faces	\$ 10.25	\$ 9.59	\$ 20.60
3.	10	36" S1-1 Yield Faces	\$ 6.50	\$ 4.94	\$ 26.70
PROPOSAL B: EST TOTAL --			\$ 1,192.50	\$ 915.30	\$ 4,823.00

PROPOSAL C: COMPLETE SIGNS, SINGLE FACE. 3M DIAMOND GRADE, VIP SHEETING, FLUORESCENT YELLOW GREEN ON ALUMINUM

1.	10	30" School Sign FYG	\$ 34.65	\$ 25.52	\$ 78.65
2.	10	36" School Sign FYG	\$ 49.63	\$ 36.84	\$ 111.20
3.	10	24" x 12" Directional Arrow FYG (W16-7p)	\$ 11.65	\$ 8.69	\$ 26.10
4.	10	24" x 24" Directional Arrow FYG (W16-7p)		\$ 17.39	\$ 51.45
PROPOSAL C: EST TOTAL --			\$ 959.30	\$ 884.40	\$ 2,674.00

PROPOSAL D: MDO SINGLE FACED, RECTANGLE PLYWOOD SIGN

1.	4	96" X 48" HIP Orange	NO BID	\$ 104.42	\$ 209.00
2.	10	96" x 48" HIP White	NO BID	\$ 104.42	\$ 209.00
PROPOSAL D: EST TOTAL --			NO BID	\$ 1,461.88	\$ 2,926.00

PROPOSAL E: COMPLETE SIGNS, STANDARD WARNING DIAMOND, RECTANGULAR OR SQUARE - ONE COLOR HIGH INTENSITY PRISMATIC ON ALUMINUM, ROUNDED OR SQUARE CORNERS

1.	10	9" X 24"	\$ 5.81	\$ 6.12	\$ 16.70
2.	10	9" X 30"	\$ 7.18	\$ 7.47	\$ 19.20
3.	10	9" X 36"	\$ 8.63	\$ 9.18	\$ 21.70
4.	10	9" X 48"	\$ 11.42	\$ 12.23	\$ 26.60
5.	10	12" X 12"	\$ 3.93	\$ 4.37	\$ 13.30
6.	100	12" X 18"	\$ 5.66	\$ 5.74	\$ 16.40
7.	10	12" X 24"	\$ 7.62	\$ 7.71	\$ 19.50
8.	10	18" X 30"	\$ 9.52	\$ 9.64	\$ 22.60
9.	150	12" X 36"	\$ 11.37	\$ 11.56	\$ 25.70
10.	25	12" X 42"	\$ 12.85	\$ 17.38	\$ 28.80
11.	50	12" X 48"	\$ 14.68	\$ 19.86	\$ 31.90
12.	25	12" X 54"	\$ 16.52	\$ 22.33	\$ 35.00
13.	25	18" X 18"	\$ 8.54	\$ 8.67	\$ 20.70
14.	20	18" X 24"	\$ 11.24	\$ 11.56	\$ 25.10
15.	20	18" X 48"	\$ 22.02	\$ 29.79	\$ 42.60
16.	20	18" X 60"	\$ 27.53	\$ 37.23	\$ 51.40
17.	10	24" X 24"	\$ 14.68	\$ 15.42	\$ 30.60
18.	200	24" X 30"	\$ 18.35	\$ 19.27	\$ 36.30
19.	10	24" X 36"	\$ 22.02	\$ 23.12	\$ 41.90
20.	10	24" X 48"	\$ 29.36	\$ 30.83	\$ 53.30
21.	200	30" X 30"	\$ 22.94	\$ 24.09	\$ 43.10
22.	10	36" X 36"	\$ 33.03	\$ 34.68	\$ 58.20
PROPOSAL E: EST TOTAL --			\$ 14,959.05	\$ 16,361.80	\$ 30,700.50

PROPOSAL F: COMPLETE SIGNS, STANDARD, WARNING DIAMOND, RECTANGULAR OR SQUARE - TWO OR MORE COLORS HIGH INTENSITY PRISMATIC ON ALUMINUM

1.	10	12" X 12" Two Color	\$ 4.31	\$ 4.53	\$ 13.30
2.	50	12" X 18" Two Color	\$ 6.10	\$ 5.91	\$ 16.40
3.	10	30" X 30" Three Color	\$ 23.81	\$ 26.54	\$ 43.10
PROPOSAL F: EST TOTAL --			\$ 586.20	\$ 606.20	\$ 1,384.00

VENDOR NAME:

Vulcan Signs	Garden State Highway Products, Inc.	Michigan State Industries
Foley, Alabama	Vineland, NJ	Lansing, MI
UNIT PRICE	UNIT PRICE	UNIT PRICE

ITEM EST QTY DESCRIPTION

PROPOSAL G: COMPLETE SIGNS, DOUBLE FACED, HIGH INTENSITY PRISMATIC TWO SIDED ON WHITE ON EXTRUDED ALUMINUM

1.	25	9" X 30" Extruded HIP White	\$ 13.61	\$ 12.23	\$ 16.50
2.	5	9" X 30" Extruded BLANK (no film)	\$ 6.20	\$ 5.96	\$ 12.00
3.	25	9" X 36" Extruded HIP White	\$ 16.36	\$ 14.67	\$ 19.50
4.	5	9" X 36" Extruded BLANK (no film)	\$ 7.44	\$ 7.16	\$ 14.50
5.	25	9" X 42" Extruded HIP White	\$ 19.10	\$ 17.12	\$ 22.50
6.	25	9" X 48" Extruded HIP White	\$ 21.80	\$ 19.56	\$ 25.00
PROPOSAL G: EST TOTAL --			\$ 1,839.95	\$ 1,655.10	\$ 2,220.00

PROPOSAL H: SET UP FEES

*Call for quote	\$ 35.00	\$25.00
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PROPOSAL I: ROUND GALVANIZED STEEL POST, 2" NOMINAL SIZE, 2-1/8" ID, 2-3/8" OD, .125 WALL THICKNESS, 3 LBS. PER LINEAL FOOT.

1.	100	12 Ft. Galvanized steel round post	NO BID	\$ 46.89	NO BID
PROPOSAL I: EST TOTAL --			\$	\$4,689.00	\$

PROPOSAL J: U-CHANNEL SIGN POSTS

1.	200	10 FT - 2lbs Galvanized Steel	\$ 19.87	\$ 20.16	NO BID
2.	200	12 FT - 3lbs Galvanized Steel	\$ 34.95	\$ 35.43	NO BID
3.	100	15 FT - 3lbs Galvanized Steel	\$ 45.17	\$ 44.29	NO BID
PROPOSAL J: EST TOTAL --			\$ 15,481.00	\$ 15,547.00	\$

PROPOSAL K: SWUARE TUBULAR SIGN POSTS -- PERFORATED-- GALVANIZED STEEL-- FHWA APPROVED

1.	100	12 FT x 1-3/4"-14 Gauge	\$ 25.44	\$ 19.58	NO BID
2.	100	3 FT x 2" Base- 12 Gauge	\$ 9.38	\$ 9.58	NO BID
PROPOSAL K: EST TOTAL --			\$ 3,482.00	\$ 2,916.00	NO BID
ESTIMATED GRAND TOTAL AWARDED ITEMS:			\$ 38,569.00	\$ 48,813.63	\$ 53,624.00

DELIVERY: Minimum Shipment
 # of Days
 CONTACT INFO: Hrs of Operation:
 24 Hr Phone Number:
 DESCRIPTIVE LITERATURE: Marked
 PAYMENT TERMS:
 WARRANTY:
 EXCEPTIONS:
 FORMS INCLUDED: Legal Status Bidder
 Non-Collusion Affidavit
 Debarment Certification
 Iran-Linked Business
 ALL OR NONE AWARD: Y or N
 ACKNOWLEDGEMENT SIGNED: Y or N

\$500.00	\$1,500.00	\$250.00
Stock ships A/R	30 DAYS	21 DAYS
7:00AM-4:00PM CST	7:00AM-5:00PM	7:00AM-2:00PM
800-633-6845	856-692-7572	616-527-2510
Net 30	Net 30	Net 30
Standard Warranty Applies	Blank	Blank
Blank	-	Blank
YES	YES	YES
NO	NO	NO
YES	YES	YES

HIGHLIGHTED ITEMS DENOTES LOW TOTAL BIDDER BY PROPOSAL

ATTEST:
 Susan Riesterer
 Enna Bachelor
 Kurt Bovensiep

MaryBeth Murz
 Purchasing Manager

VENDOR NAME:

Lightle Enterprises of Ohio, LLC	MDSolutions	Custom Products Corporation
Frankfort, OH	Plan City, OH	Jackson, MS
UNIT PRICE	UNIT PRICE	UNIT PRICE

ITEM	EST QTY	DESCRIPTION	UNIT PRICE	UNIT PRICE	UNIT PRICE
PROPOSAL A: COMPLETE SIGNS, SINGLE FACE 3M HIGH INTENSITY PRISMATIC ON ALUMINUM					
1.	25	36" YIELD (R1-2)	\$ 20.79	NO BID	\$ 17.65
2.	30	30" STOP (R1-1)	\$ 28.00	NO BID	\$ 24.45
3.	10	36" STOP (R1-1)	\$ 40.00	NO BID	\$ 35.30
4.	10	18" x 6" All Way (R1-4)	\$ 3.47	NO BID	\$ 3.02
5.	500	12" x 12" No Parking (R8-3A)	\$ 4.80	NO BID	\$ 4.20
PROPOSAL A: EST TOTAL --			\$ 4,194.45		\$ 3,657.95
PROPOSAL B: 3M STANDARD PRE-PRINTED TRAFFIC SIGN FACES HIGH INTENSITY					
1.	500	12" X 12" No parking Symbol R8-3A Faces	\$ 2.10	NO BID	\$ 2.89
2.	10	30" S1-1 Stop Faces	\$ 12.06	NO BID	\$ 11.00
3.	10	36" S1-1 Yield Faces	\$ 8.69	NO BID	\$ 7.09
PROPOSAL B: EST TOTAL --			\$ 1,257.50		\$ 1,625.90
PROPOSAL C: COMPLETE SIGNS, SINGLE FACE. 3M DIAMOND GRADE, VIP SHEETING, FLUORESCENT YELLOW GREEN ON ALUMINUM					
1.	10	30" School Sign FYG	\$ 48.50	NO BID	\$ 36.24
2.	10	36" School Sign FYG	\$ 69.90	NO BID	\$ 51.84
3.	10	24" x 12" Directional Arrow FYG (W16-7p)	\$ 15.80	NO BID	\$ 12.43
4.	10	24" x 24" Directional Arrow FYG (W16-7p)	\$ 15.80	NO BID	\$ 24.41
PROPOSAL C: EST TOTAL --			\$ 1,500.00		\$ 1,249.20
PROPOSAL D: MDO SINGLE FACED, RECTANGLE PLYWOOD SIGN					
1.	4	96" X 48" HIP Orange	\$ 153.60	NO BID	NO BID
2.	10	96" x 48" HIP White	\$ 153.60	NO BID	NO BID
PROPOSAL D: EST TOTAL --			\$ 2,150.40		\$
PROPOSAL E: COMPLETE SIGNS, STANDARD WARNING DIAMOND, RECTANGULAR OR SQUARE - ONE COLOR HIGH INTENSITY PRISMATIC ON ALUMINUM, ROUNDED OR SQUARE CORNERS					
1.	10	9" X 24"	\$ 6.94	NO BID	\$ 6.45
2.	10	9" X 30'	\$ 8.67	NO BID	\$ 8.07
3.	10	9" X 36"	\$ 10.40	NO BID	\$ 9.79
4.	10	9" X 48"	\$ 13.88	NO BID	\$ 13.05
5.	10	12" X 12"	\$ 4.63	NO BID	\$ 4.30
6.	100	12" X 18"	\$ 6.94	NO BID	\$ 6.48
7.	10	12" X 24"	\$ 9.25	NO BID	\$ 8.04
8.	10	18" X 30"	\$ 11.56	NO BID	\$ 10.05
9.	150	12" X 36"	\$ 13.88	NO BID	\$ 12.06
10.	25	12" X 42"	\$ 16.19	NO BID	\$ 14.07
11.	50	12" X 48"	\$ 18.50	NO BID	\$ 16.08
12.	25	12" X 54	\$ 20.81	NO BID	\$ 18.10
13.	25	18" X 18"	\$ 10.41	NO BID	\$ 9.05
14.	20	18" X 24	\$ 13.88	NO BID	\$ 12.06
15.	20	18" X 48"	\$ 27.75	NO BID	\$ 24.12
16.	20	18" X 60"	\$ 34.69	NO BID	\$ 30.15
17.	10	24" X 24"	\$ 18.50	NO BID	\$ 16.10
18.	200	24" X 30"	\$ 23.13	NO BID	\$ 20.13
19.	10	24" X 36"	\$ 27.75	NO BID	\$ 24.15
20.	10	24" X 48	\$ 37.00	NO BID	\$ 32.20
21.	200	30" X 30"	\$ 28.90	NO BID	\$ 25.10
22.	10	36" X 36"	\$ 41.63	NO BID	\$ 36.25
PROPOSAL E: EST TOTAL --			\$ 18,720.75		\$ 16,348.60
PROPOSAL F: COMPLETE SIGNS, STANDARD, WARNING SIAMOND, RECTANGULAR OR SQUARE - TWO OR MORE COLORS HIGH INTENSITY PRISMATIC ON ALUMINUM					
1.	10	12" X 12" Two Color	\$ 4.80	NO BID	\$ 4.40
2.	50	12" X 18" Two Color	\$ 7.20	NO BID	\$ 6.49
3.	10	30" X 30" Three Color	\$ 34.40	NO BID	\$ 30.24
PROPOSAL F: EST TOTAL --			\$ 752.00		\$ 670.90

VENDOR NAME:

Lightle Enterprises of Ohio, LLC	MDSolutions	Custom Products Corporation
Frankfort, OH	Plan City, OH	Jackson, MS
UNIT PRICE	UNIT PRICE	UNIT PRICE

PROPOSAL G: COMPLETE SIGNS, DOUBLE FACED, HIGH INTENSITY PRISMATIC TWO SIDED ON WHITE ON EXTRUDED ALUMINUM

1.	25	9" X 30" Extruded HIP White	\$ 19.88	NO BID	\$ 15.05
2.	5	9" X 30" Extruded BLANK (no film)	\$ 9.90	NO BID	\$ 8.03
3.	25	9" X 36" Extruded HIP White	\$ 23.85	NO BID	\$ 18.11
4.	5	9" X 36" Extruded BLANK (no film)	\$ 11.90	NO BID	\$ 9.77
5.	25	9" X 42" Extruded HIP White	\$ 27.83	NO BID	\$ 21.13
6.	25	9" X 48" Extruded HIP White	\$ 31.80	NO BID	\$ 24.09
PROPOSAL G: EST TOTAL --			\$ 2,693.00		\$ 2,048.50

PROPOSAL H: SET UP FEES

\$ 30.00		\$65.00
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PROPOSAL I: ROUND GALVANIZED STEEL POST, 2" NOMINAL SIZE, 2-1/8" ID, 2-3/8" OD, .125 WALL THICKNESS, 3 LBS. PER LINEAL FOOT.

1.	100	12 Ft. Galvanized steel round post	\$ 28.60	\$ 63.95	NO BID
PROPOSAL I: EST TOTAL --			\$ 2,860.00	\$6,395.00	

PROPOSAL J: U-CHANNEL SIGN POSTS

1.	200	10 FT - 2lbs Galvanized Steel	\$ 20.93	\$ 16.78	
2.	200	12 FT - 3lbs Galvanized Steel	\$ 31.06	\$ 28.42	
3.	100	15 FT - 3lbs Galvanized Steel	\$ 38.82	\$ 33.88	NO BID
PROPOSAL J: EST TOTAL --			\$ 14,280.00	\$ 12,428.00	NO BID

PROPOSAL K: SWUARE TUBULAR SIGN POSTS -- PERFORATED-- GALVANIZED STEEL-- FHWA APPROVED

1.	100	12 FT x 1-3/4"-14 Gauge	\$ 24.70	\$ 26.84	
2.	100	3 FT x 2" Base- 12 Gauge	\$ 8.90	\$ 10.45	
PROPOSAL K: EST TOTAL --			\$ 3,360.00	\$ 3,729.00	NO BID

ESTIMATED GRAND TOTAL AWARDED ITEMS:

\$ 45,578.10	\$ 22,552.00	\$25,666.05
---------------------	---------------------	--------------------

DELIVERY: Minimum Shipment
 # of Days

CONTACT INFO: Hrs of Operation:
 24 Hr Phone Number:

DESCRIPTIVE LITERATURE: Marked

PAYMENT TERMS:

WARRANTY:

EXCEPTIONS:

FORMS INCLUDED: Legal Status Bidder
 Non-Collusion Affidavit
 Debarment Certification
 Iran-Linked Business

ALL OR NONE AWARD: Y or N

ACKNOWLEDGEMENT SIGNED: Y or N

A-E \$1,500, I-K one order per section	\$1,000.00	\$500.00
30-60	30-40 DAYS	30
7:30AM-5:00PM	8:30AM-5:00PM	7:00AM-5:00PM
740-703-6740		
NET 30	NET 30	NET 30
Per reflective sheeting manufacturer's standard	Standard	3M
Blank	Blank	Proposal E: Excludes R3-8 Series signs, due to variations
YES	YES	YES
NO	NO	NO
YES	YES	YES

HIGHLIGHTED ITEMS DENOTES LOW TOTAL BIDDER BY PROPOSAL

VENDOR NAME:

Rathco Safety Supply, Inc		
Portage, MI		
UNIT PRICE	UNIT PRICE	UNIT PRICE

ITEM	EST QTY	DESCRIPTION	UNIT PRICE	UNIT PRICE	UNIT PRICE
PROPOSAL A: COMPLETE SIGNS, SINGLE FACE 3M HIGH INTENSITY PRISMATIC ON ALUMINUM					
1.	25	36" YIELD (R1-2)	\$ 16.95		
2.	30	30" STOP (R1-1)	\$ 23.73		
3.	10	36" STOP (R1-1)	\$ 34.16		
4.	10	18" x 6" All Way (R1-4)	\$ 3.40		
5.	500	12" x 12" No Parking (R8-3A)	\$ 4.49		
PROPOSAL A: EST TOTAL --			\$ 3,756.25		

PROPOSAL B: 3M STANDARD PRE-PRINTED TRAFFIC SIGN FACES HIGH INTENSITY					
1.	500	12" X No parking Symbol 12" R8-3A Faces	\$ 2.45		
2.	10	30" S1-1 Stop Faces	\$ 11.25		
3.	10	36" S1-1 Yield Faces	\$ 7.13		
PROPOSAL B: EST TOTAL --			\$ 1,408.80		

PROPOSAL C: COMPLETE SIGNS, SINGLE FACE. 3M DIAMOND GRADE, VIP SHEETING, FLUORESCENT YELLOW GREEN ON ALUMINUM					
1.	10	30" School Sign FYG	\$ 34.44		
2.	10	36" School Sign FYG	\$ 49.59		
3.	10	24" x 12" Directional Arrow FYG (W16-7p)	\$ 11.10		
4.	10	24" x 24" Directional Arrow FYG (W16-7p)	\$ 22.20		
PROPOSAL C: EST TOTAL --			\$ 1,173.30		

PROPOSAL D: MDO SINGLE FACED, RECTANGLE PLYWOOD SIGN					
1.	4	96" X 48" HIP Orange	\$ 185.60		
2.	10	96" x 48" HIP White	\$ 211.20		
PROPOSAL D: EST TOTAL --			\$ 2,854.40		

PROPOSAL E: COMPLETE SIGNS, STANDARD WARNING DIAMOND, RECTANGULAR OR SQUARE - ONE COLOR HIGH INTENSITY PRISMATIC ON ALUMINUM, ROUNDED OR SQUARE CORNERS					
1.	10	9" X 24"	\$ 6.23		
2.	10	9" X 30'	\$ 7.78		
3.	10	9" X 36"	\$ 9.34		
4.	10	9" X 48"	\$ 12.45		
5.	10	12" X 12"	\$ 4.09		
6.	100	12" X 18"	\$ 6.30		
7.	10	12" X 24"	\$ 7.90		
8.	10	18" X 30"	\$ 9.88		
9.	150	12" X 36"	\$ 11.85		
10.	25	12" X 42"	\$ 13.83		
11.	50	12" X 48"	\$ 15.80		
12.	25	12" X 54	\$ 17.78		
13.	25	18" X 18"	\$ 8.89		
14.	20	18" X 24	\$ 11.85		
15.	20	18" X 48"	\$ 23.70		
16.	20	18" X 60"	\$ 29.63		
17.	10	24" X 24"	\$ 15.80		
18.	200	24" X 30"	\$ 19.75		
19.	10	24" X 36"	\$ 23.70		
20.	10	24" X 48	\$ 31.60		
21.	200	30" X 30"	\$ 24.69		
22.	10	36" X 36"	\$ 35.55		
PROPOSAL E: EST TOTAL --			\$ 16,044.80		

CITY OF TROY
 BID TABULATION
 TRAFFIC CONTROL SIGNS & POSTS

VENDOR NAME:

**Rathco Safety
 Supply, Inc**

Portage, MI

UNIT PRICE

ITEM EST QTY DESCRIPTION

PROPOSAL F: COMPLETE SIGNS, STANDARD, WARNING SIAMOND, RECTANGULAR OR SQUARE - TWO OR MORE COLORS HIGH INTENSITY PRISMATIC ON ALUMINUM

- 1. 10 12" X 12" Two Color
- 2. 50 12" X 18" Two Color
- 3. 10 30" X 30" Three Color

\$	4.49
\$	6.75
\$	28.54
\$	667.80

PROPOSAL F: EST TOTAL --

PROPOSAL G: COMPLETE SIGNS, DOUBLE FACED, HIGH INTENSITY PRISMATIC TWO SIDED ON WHITE ON EXTRUDED ALUMINUM

- 1. 25 9" X 30" Extruded HIP White
- 2. 5 9" X 30" Extruded BLANK (no film)
- 3. 25 9" X 36" Extruded HIP White
- 4. 5 9" X 36" Extruded BLANK (no film)
- 5. 25 9" X 42" Extruded HIP White
- 6. 25 9" X 48" Extruded HIP White

\$	13.80
\$	11.06
\$	16.57
\$	13.28
\$	19.33
\$	22.09
\$	1,916.45

PROPOSAL G: EST TOTAL --

PROPOSAL H: SET UP FEES

No Bid

PROPOSAL I: ROUND GALVANIZED STEEL POST, 2" NOMINAL SIZE, 2-1/8" ID, 2-3/8" OD, .125 WALL THICKNESS, 3 LBS. PER LINEAL FOOT.

- 1. 100 12 Ft. Galvanized steel round post

No Bid

PROPOSAL I: EST TOTAL --

PROPOSAL J: U-CHANNEL SIGN POSTS

- 1. 200 10 FT - 2lbs Galvanized Steel
- 2. 200 12 FT - 3lbs Galvanized Steel
- 3. 100 15 FT - 3lbs Galvanized Steel

\$	15.20
\$	26.28
\$	32.85

PROPOSAL J: EST TOTAL --

\$ 11,581.00

PROPOSAL K: SWUARE TUBULAR SIGN POSTS - PERFORATED-GALVANIZED STEEL-FHWA APPROVED

- 1. 100 12 FT x 1-3/4"-14 Gauge
- 2. 100 3 FT x 2" Base- 12 Gauge

NO BID

NO BID

PROPOSAL K: EST TOTAL --

\$ -

ESTIMATED GRAND TOTAL AWARDED ITEMS:

DELIVERY: Minimum Shipment \$500.00
 # of Days 30 days
 CONTACT INFO: Hrs of Operation: 8:00am-4:00pm
 24 Hr Phone Number: N/A
 DESCRIPTIVE LITERATURE: Marked NO
 PAYMENT TERMS: NET30
 WARRANTY: 3M SHEETING
 EXCEPTIONS: Blank
 FORMS INCLUDED: Legal Status Bidder YES
 Non-Collusion Affidavit YES
 Debarment Certification YES
 Iran-Linked Business YES
 ALL OR NONE AWARD: Y or N NO
 ACKNOWLEDGEMENT SIGNER Y or N YES

\$	39,402.80	\$	-	\$	-
\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00
30 days					
8:00am-4:00pm	8:00am-4:00pm	8:00am-4:00pm	8:00am-4:00pm	8:00am-4:00pm	8:00am-4:00pm
N/A	N/A	N/A	N/A	N/A	N/A
NO	NO	NO	NO	NO	NO
NET30	NET30	NET30	NET30	NET30	NET30
3M SHEETING					
Blank	Blank	Blank	Blank	Blank	Blank
YES	YES	YES	YES	YES	YES
YES	YES	YES	YES	YES	YES
YES	YES	YES	YES	YES	YES
YES	YES	YES	YES	YES	YES
NO	NO	NO	NO	NO	NO
YES	YES	YES	YES	YES	YES



CITY COUNCIL AGENDA ITEM

Date: July 3, 2014

To: Brian Kischnick, City Manager

From: Mark F. Miller, Director of Economic and Community Development
Steven J. Vandette, City Engineer

Subject: Private Agreement – Contract for Installation of Municipal Improvements
Hunters Park - Project No. 14.901.3

History

Mondrian Properties Hunters Park, LLC proposes to develop Hunters Park located east side of John R Road between Square Lake & Long Lake Roads.

Troy Planning Commission recommended preliminary site plan approval on January 14, 2014.

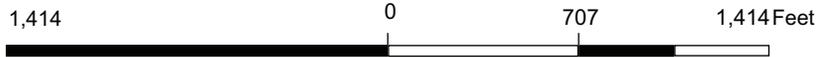
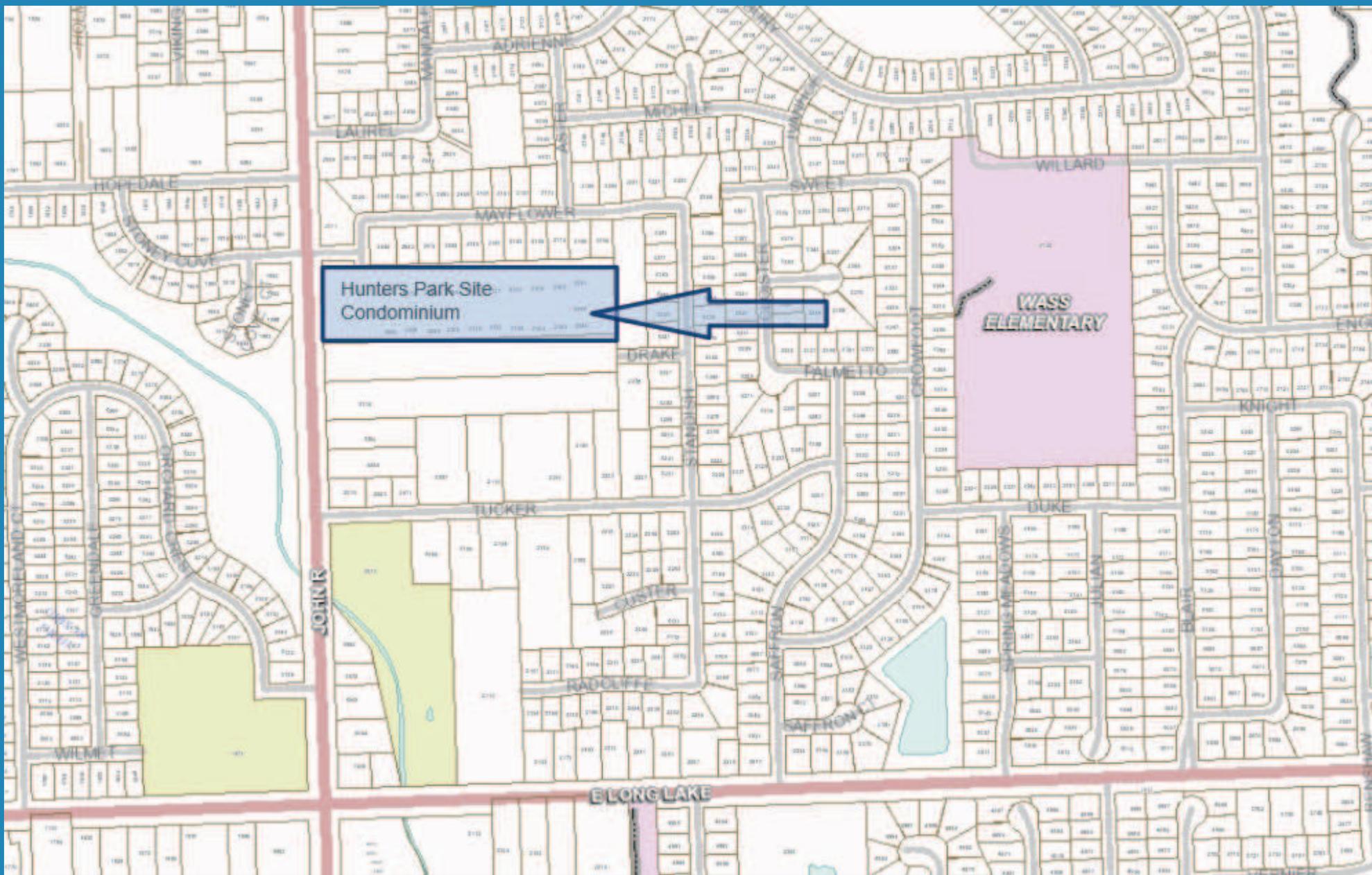
Site grading and utility plans for this development were reviewed and recently approved by the Engineering Department. The plans include municipal improvements which will be constructed by Mondrian Properties Hunters Park, LLC on behalf of the City of Troy; includes Water Main, Sanitary & Storm Sewer, Concrete Pavement & Sidewalk, and Detention Pond. The required fees and refundable escrow deposits in the form of Performance Bond and 10% Cash, that will assure completion of the municipal improvements, have been provided by Mondrian Properties Hunters Park, LLC (see attached Private Agreement).

Financial

See attached summary of required deposits and fees for this Private Agreement.

Recommendation

Approval of the Contract for Installation of Municipal Improvements (Private Agreement) is recommended.



Note: The information provided by this application has been compiled from recorded deeds, plats, tax maps, surveys, and other public records and data. It is not a legally recorded map survey. Users of this data are hereby notified that the source information represented should be consulted for verification.

City Of Troy

Contract for Installation of Municipal Improvements
(Private Agreement)

Project No.: 14.901.3

Project Location: SW 1/4 Section 12

Resolution No: _____

Date of Council Approval: _____

This Contract, made and entered into this **28th** day of **April, 2014** by and between the City of Troy, a Michigan Municipal Corporation of the County of Oakland, Michigan, hereinafter referred to as "City" and **Mondrian Properties Hunters Park, LLC** whose address is **50215 Schoenherr Road, Shelby Twp., MI 48315** and whose telephone number is **(586) 726-7340** hereinafter referred to as "Owners", provides as follows:

FIRST: That the City agrees to permit the installation of Water Main, Sanitary & Storm Sewer, Concrete Pavement & Sidewalk, and Detention Pond in accordance with plans prepared by Professional Engineering Associates, Inc. whose address is 2430 Rochester Ct., Suite 100, Troy, MI 48083 and whose telephone number is (248) 689-9090 and approved prior to construction by the City in accordance with City of Troy specifications.

SECOND: That the Owners agree to provide the following securities to the City prior to the start of construction, in accordance with the Detailed Summary of Required Deposits & Fees (attached hereto and incorporated herein):

Refundable escrow deposit equal to the estimated construction cost of \$ **489,450.00**. This amount will be deposited with the City in the form of (check one):

Cash/Check	<input type="checkbox"/>	} 10% Cash <u>\$ 48,945.00</u>
Certificate of Deposit & 10% Cash	<input type="checkbox"/>	
Irrevocable Bank Letter of Credit & 10% Cash	<input type="checkbox"/>	
Performance Bond & 10% Cash	<input checked="" type="checkbox"/>	

Refundable cash deposit in the amount of \$ **67,288.00**. This amount will be deposited with the City in the form of (check one):

Cash Check

Non-refundable cash fees in the amount of \$ **59,075.00**. This amount will be paid to the City in the form of (check one):

Cash Check

Said refundable escrow deposits shall be disbursed to the Owners after approval by the City. The City reserves the right to retain a minimum of ten (10) percent for each escrowed item until the entire site/development has received final inspection and final approval by all City departments. Refundable cash deposits shall be held until final approval has been issued. Disbursements shall be made by the City within a reasonable time, after request for refund of deposits is made by the Owners.

City Of Troy

Contract for Installation of Municipal Improvements (Private Agreement)

THIRD: The owners shall contract for construction of said improvement with a qualified contractor. Owners, or their agents, and contractor(s) agree to arrange for a pre-construction meeting with the City Engineer prior to start of work. All municipal improvements must be completely staked in the field under the direct supervision of a registered civil engineer or registered land surveyor, in accordance with the approved plans. Revisions to approved plans required by unexpected or unknown conflicts in the field shall be made as directed by the City.

FOURTH: Owners agree that if, for any reason, the total cost of completion of such improvements shall exceed the sums detailed in Paragraph SECOND hereof, that Owners will immediately, upon notification by the City, remit such additional amounts in accordance with Paragraph SECOND hereof. In the event the total cost of completion shall be less than the sums as detailed in Paragraph SECOND hereof, City will refund to the Owners the excess funds remaining after disbursement of funds.

FIFTH: Owners agree to indemnify and save harmless City, their agents and employees, from and against all loss or expense (including costs and attorneys' fees) by reason of liability imposed by law upon the City, its agents and employees for damages because of bodily injury, including death, at any time resulting therefrom sustained by any person or persons or on account of damage to property, including work, provided such injury to persons or damage to property is due or claimed to be due to negligence of the Owner, his contractor, or subcontractors, employees or agents, Owner further agrees to obtain and convey to the City all necessary easements and/or right-of-way for such public utilities as required by the City Engineer.

City Of Troy

**Contract for Installation of Municipal Improvements
(Private Agreement)**

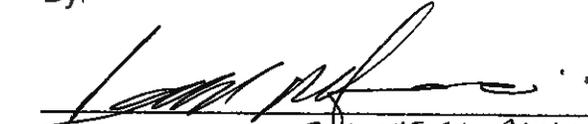
IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed in duplicate on this 1st day of July, 20 14.

OWNERS

CITY OF TROY

By: MONDRIAN PROPERTIES HUNTERS PARK LLC

By:



JOE MANIACI FOR THE COMPANY
Please Print or Type

Dane M. Slater, Mayor

Please Print or Type

M. Aileen Bittner, City Clerk

STATE OF MICHIGAN, COUNTY OF OAKLAND

On this 1st day of July, A.D. 20 14, before me personally appeared Joseph Maniaci known by me to be the same person(s) who executed this instrument and who acknowledged this to be his/her/their free act and deed.



NOTARY PUBLIC, Oakland County, Michigan

My commission expires: March 29th, 2020

ANITA SRBINOVSKI
NOTARY PUBLIC, STATE OF MI
COUNTY OF MACOMB
MY COMMISSION EXPIRES Mar 29, 2020
ACTING IN COUNTY OF Oakland

Detailed Summary of Required Deposits & Fees
 Hunters Park
 21 Units - Section 12

ESCROW DEPOSITS or PERFORMANCE BOND:

Sanitary Sewers	\$75,120
Water Mains	<u>\$72,280</u>
Storm Sewers	<u>\$49,549</u>
Rear Yard Drains	<u>\$70,280</u>
Pavement - CONCRETE	<u>\$155,902</u>
Grading	<u>\$20,213</u>
Detention Basin	<u>\$28,567</u>
Monuments and Lot Corner Irons	<u>\$780</u>
Temporary Access Road	<u>\$1,000</u>
Sidewalks - ON SITE	<u>\$3,159</u>
Deposit for the Repair of Damage to Existing Public Streets Used for Access	<u>\$12,600</u>

TOTAL ESCROW DEPOSITS or PERFORMANCE BOND (REFUNDABLE): \$489,450

CASH FEES (NON-REFUNDABLE):

Water Main Testing and Chlorination (PA2)	\$687
Street Name and Traffic Signs (SUB 4)	<u>\$586</u>
Maintenance of Detention Basin (20 year)	<u>\$21,000</u>
Testing Services (SUB 11)	<u>\$7,342</u>
Engineering Review and Inspection (PA 1)	<u>\$34,849</u>
Less Initial Engineering Review Fee (Public & Private)(1.1%)	<u>-\$5,389</u>

10% DUE =
 \$48,945.00
 AAC
 7/2/14

(PA 3) TOTAL CASH FEES (NON-REFUNDABLE): \$59,075

CASH DEPOSITS (REFUNDABLE):

Sidewalk Closures	\$324
Deposit for Maintenance & Cleaning of Ex. Public Streets Used for Access	<u>\$4,200</u>
Landscape Deposit	<u>\$10,483</u>
Punchlist & Restoration Deposit	<u>\$50,281</u>
Deposit for Repair, Replacement or Maintenance of SESC	<u>\$2,000</u>

(PA 3) TOTAL CASH DEPOSITS (REFUNDABLE): \$67,288

Stormwater detention for this development will be provided by:
 New Onsite Public Pond
 Engineer: Professional Engineering Associates, Inc.
 Developer: Mondrian Properties Hunters Park LLC

PAID
 JUL 01 2014
 CITY OF TROY
 TREASURER'S OFFICE



CITY COUNCIL AGENDA ITEM

Date: July 14th, 2014

To: Brian Kischnick, City Manager

From: Mark F. Miller, Director of Economic and Community Development
Steven J. Vandette, City Engineer

Subject: Private Agreement – Contract for Installation of Municipal Improvements
Chatwal Park Estates Site Condominiums - Project No. 13.921.3

History

Mondrian Properties Chatwal, LLC proposes a 14 unit residential development called Chatwal Park Estates Site Condominiums located northwest of Wattles and Rochester Roads.

Troy Planning Commission recommended preliminary site plan approval on November 12th, 2013.

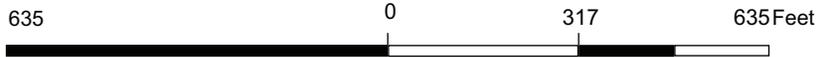
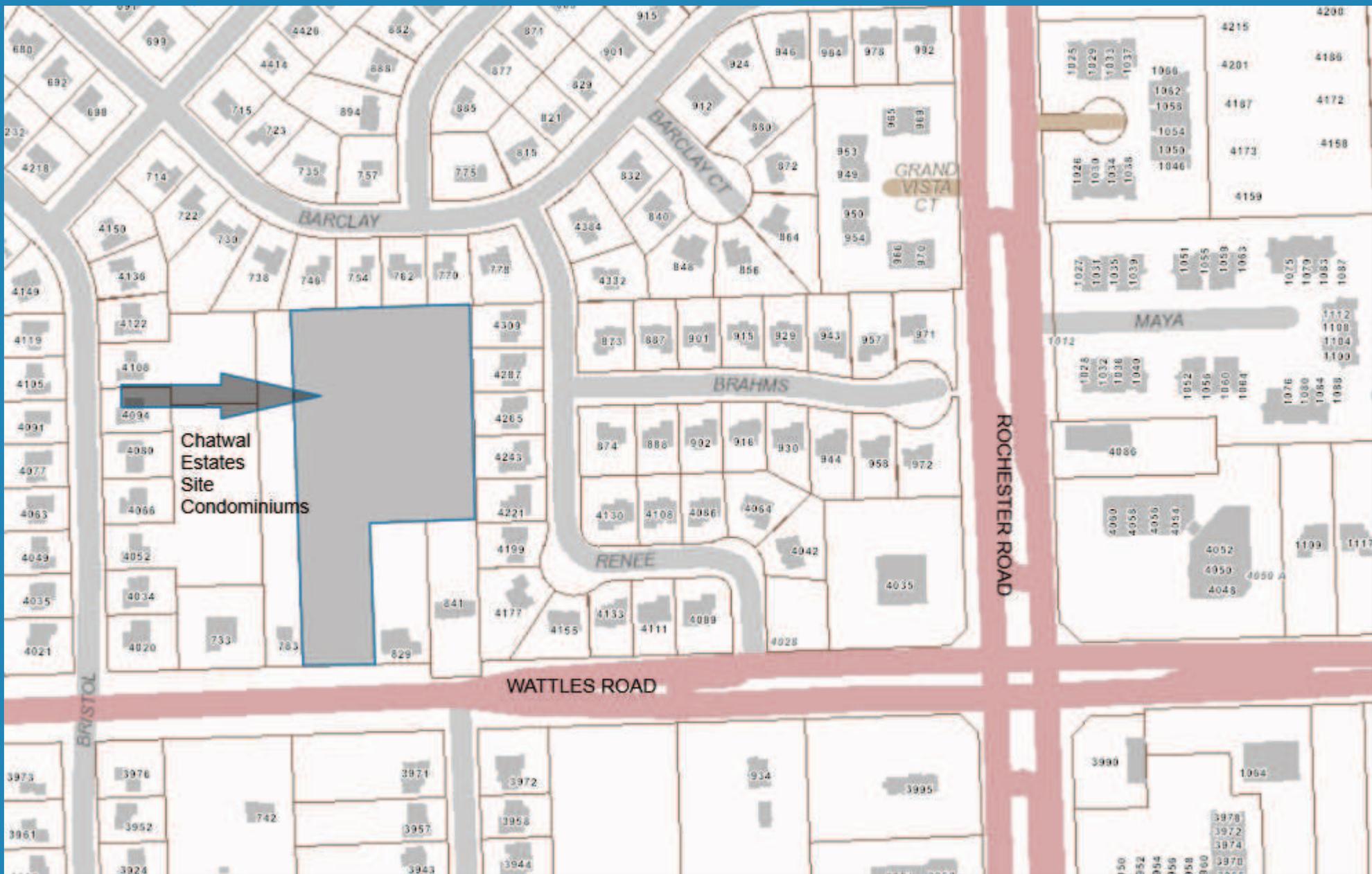
Site grading and utility plans for this development were reviewed and recently approved by the Engineering Department. The plans include municipal improvements which will be constructed by Mondrian Properties Chatwal, LLC on behalf of the City of Troy; including Water Main, Sanitary Sewer, Storm Sewer, Detention Pond & Pump Station, and Concrete Pavement & Sidewalk. The required fees and refundable escrow deposits in the form of Performance Bond and 10% Cash, that will assure completion of the municipal improvements, have been provided by Mondrian Properties Chatwal, LLC (see attached Private Agreement).

Financial

See attached summary of required deposits and fees for this Private Agreement.

Recommendation

Approval of the Contract for Installation of Municipal Improvements (Private Agreement) is recommended.



Note: The information provided by this application has been compiled from recorded deeds, plats, tax maps, surveys, and other public records and data. It is not a legally recorded map survey. Users of this data are hereby notified that the source information represented should be consulted for verification.

City Of Troy

Contract for Installation of Municipal Improvements (Private Agreement)

Project No.: **13.921.3**

Project Location: **SE 1/4 Section 15**

Resolution No:

Date of Council Approval:

This Contract, made and entered into this 14th day of July, 2014 by and between the City of Troy, a Michigan Municipal Corporation of the County of Oakland, Michigan, hereinafter referred to as "City" and Mondrian Properties Chatwal, LLC whose address is 50215 Schoenherr Road, Shelby Township, MI 48315 and whose telephone number is 586-726-7340 hereinafter referred to as "Owners", provides as follows:

FIRST: That the City agrees to permit the installation of Water Main, Sanitary Sewer, Storm Sewer, Detention Pond & Pump Station, and Concrete Pavement & Sidewalk in accordance with plans prepared by Fazal Khan and Associates, Inc. whose address is 43279 Schoenherr Road, Sterling Heights, MI 48313 and whose telephone number is 586-739-8007 and approved prior to construction by the City in accordance with City of Troy specifications.

SECOND: That the Owners agree to provide the following securities to the City prior to the start of construction, in accordance with the Detailed Summary of Required Deposits & Fees (attached hereto and incorporated herein):

Refundable escrow deposit equal to the estimated construction cost of \$ 415,315.00. This amount will be deposited with the City in the form of (check one):

Cash/Check	<input type="checkbox"/>	} 10% Cash <u>\$41,531.50</u>
Certificate of Deposit & 10% Cash	<input type="checkbox"/>	
Irrevocable Bank Letter of Credit & 10% Cash	<input type="checkbox"/>	
Performance Bond & 10% Cash	<input checked="" type="checkbox"/>	

Refundable cash deposit in the amount of \$ 60,444.00. This amount will be deposited with the City in the form of (check one):

Cash	<input type="checkbox"/>	Check	<input checked="" type="checkbox"/>
------	--------------------------	-------	-------------------------------------

Non-refundable cash fees in the amount of \$ 58,079.00. This amount will be paid to the City in the form of (check one):

Cash	<input type="checkbox"/>	Check	<input checked="" type="checkbox"/>
------	--------------------------	-------	-------------------------------------

Said refundable escrow deposits shall be disbursed to the Owners after approval by the City. The City reserves the right to retain a minimum of ten (10) percent for each escrowed item until the entire site/development has received final inspection and final approval by all City departments. Refundable cash deposits shall be held until final approval has been issued. Disbursements shall be made by the City within a reasonable time, after request for refund of deposits is made by the Owners.

City Of Troy
Contract for Installation of Municipal Improvements
(Private Agreement)

THIRD: The owners shall contract for construction of said improvement with a qualified contractor. Owners, or their agents, and contractor(s) agree to arrange for a pre-construction meeting with the City Engineer prior to start of work. All municipal improvements must be completely staked in the field under the direct supervision of a registered civil engineer or registered land surveyor, in accordance with the approved plans. Revisions to approved plans required by unexpected or unknown conflicts in the field shall be made as directed by the City.

FOURTH: Owners agree that if, for any reason, the total cost of completion of such improvements shall exceed the sums detailed in Paragraph SECOND hereof, that Owners will immediately, upon notification by the City, remit such additional amounts in accordance with Paragraph SECOND hereof. In the event the total cost of completion shall be less than the sums as detailed in Paragraph SECOND hereof, City will refund to the Owners the excess funds remaining after disbursement of funds.

FIFTH: Owners agree to indemnify and save harmless City, their agents and employees, from and against all loss or expense (including costs and attorneys' fees) by reason of liability imposed by law upon the City, its agents and employees for damages because of bodily injury, including death, at any time resulting therefrom sustained by any person or persons or on account of damage to property, including work, provided such injury to persons or damage to property is due or claimed to be due to negligence of the Owner, his contractor, or subcontractors, employees or agents, Owner further agrees to obtain and convey to the City all necessary easements and/or right-of-way for such public utilities as required by the City Engineer.

City Of Troy
Contract for Installation of Municipal Improvements
(Private Agreement)

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed in duplicate on this 11th day of July, 2014.

OWNERS

Mandrian Properties Chatwal, LLC
By: Sahar Fakhouri



Please Print or Type

Please Print or Type

CITY OF TROY

By:

Dane M. Slater, Mayor

M. Aileen Bittner, City Clerk

STATE OF MICHIGAN, COUNTY OF OAKLAND

On this 11th day of July, A.D. 2014, before me personally appeared Sahar Fakhouri known by me to be the same person(s) who executed this instrument and who acknowledged this to be his/her/their free act and deed.



NOTARY PUBLIC, Oakland County, Michigan

My commission expires: March 29th, 2020

ANITA SRBINOVSKI
NOTARY PUBLIC, STATE OF MI
COUNTY OF MACOMB
MY COMMISSION EXPIRES Mar 29, 2020
ACTING IN COUNTY OF Oakland

Detailed Summary of Required Deposits & Fees
 Chatwal Park
 14 Units - Section 15

ESCROW DEPOSITS or PERFORMANCE BOND:

Sanitary Sewers	\$44,253
Water Mains	\$54,835
Storm Sewers	\$71,556
Rear Yard Drains	\$49,152
Pavement - CONCRETE	\$95,403
Grading	\$25,000
Detention Basin	\$17,100
Monuments and Lot Corner Irons	\$490
Temporary Access Road	\$2,000
Major Road Improvements (other than decel or passing lanes)	\$31,606
Sidewalks - ON SITE	\$2,145
Sidewalks - OFF SITE	\$6,375
Street Light	\$7,000
Deposit for the Repair of Damage to Existing Public Streets Used for Access	\$8,400

PAID
 JUL 11 2014
 CITY OF TROY
 TREASURER'S OFFICE

TOTAL ESCROW DEPOSITS or PERFORMANCE BOND (REFUNDABLE): \$415,315
 (Circle One)

*PERFORMANCE
 BOND AMOUNT
 + 10% CASH (\$41,531.5)*

CASH FEES (NON-REFUNDABLE):

Water Main Testing and Chlorination (PA2)	\$650
Street Name and Traffic Signs (SUB 4)	\$394
Maintenance of Detention Basin (20 year)	\$21,800
Soil Erosion and Sedimentation Control Permits (SUB 10)	\$2,900
Testing Services (SUB 11)	\$6,230
Engineering Review and Inspection (PA 1)	\$29,570
Less Initial Engineering Review Fee (Public & Private)(1.1%)	-\$3,465

(PA 3) TOTAL CASH FEES (NON-REFUNDABLE): \$58,079

CASH DEPOSITS (REFUNDABLE):

Sidewalk Closures	\$648
Deposit for Maintenance & Cleaning of Ex. Public Streets Used for Access	\$2,800
Landscape Deposit	\$8,694
Punchlist & Restoration Deposit	\$46,552
Deposit for Repair, Replacement or Maintenance of SESC	\$1,750

(PA 3) TOTAL CASH DEPOSITS (REFUNDABLE): \$60,444



CITY COUNCIL AGENDA ITEM

Date: July 14, 2014

To: Brian Kischnick, City Manager

From: Mark F. Miller, Director of Economic and Community Development
Steven J. Vandette, City Engineer

Subject: Private Agreement – Contract for Installation of Municipal Improvements
Detroit Meeting Room - Project No. 13.902.3

History

Detroit Meeting Rooms proposes to develop Detroit Meeting Room located northeast of Adams and Square Lake Roads.

Troy Planning Commission recommended preliminary site plan approval on March 12, 2013.

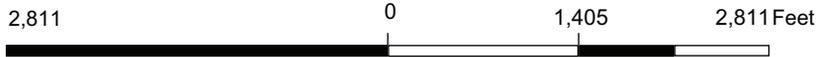
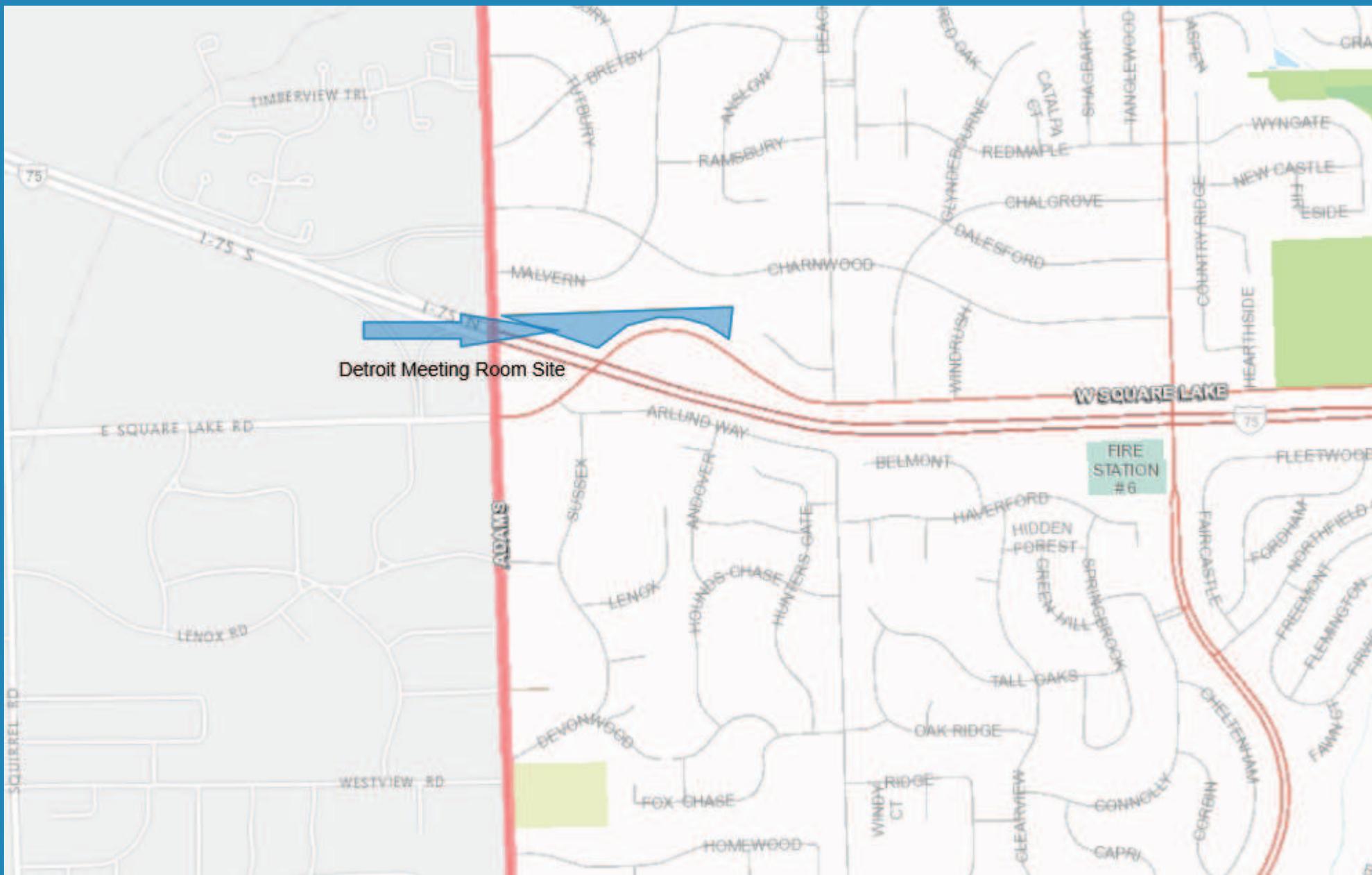
Site grading and utility plans for this development were reviewed and recently approved by the Engineering Department. The plans include municipal improvements which will be constructed by Detroit Meeting Rooms on behalf of the City of Troy; including Water Main, Sanitary Sewer, Concrete Sidewalk & Approach, and Detention Pond. The required fees and refundable escrow deposits in the form of Check, that will assure completion of the municipal improvements, have been provided by Detroit Meeting Rooms (see attached Private Agreement).

Financial

See attached summary of required deposits and fees for this Private Agreement.

Recommendation

Approval of the Contract for Installation of Municipal Improvements (Private Agreement) is recommended.



Note: The information provided by this application has been compiled from recorded deeds, plats, tax maps, surveys, and other public records and data. It is not a legally recorded map survey. Users of this data are hereby notified that the source information represented should be consulted for verification.

City Of Troy
Contract for Installation of Municipal Improvements
(Private Agreement)

Project No.: **13.902.3**

Project Location: **SW 1/4 Section 6**

Resolution No:

Date of Council Approval:

This Contract, made and entered into this 27th day of May, 2014 by and between the City of Troy, a Michigan Municipal Corporation of the County of Oakland, Michigan, hereinafter referred to as "City" and Detroit Meeting Rooms whose address is 37900 Mound Road, Sterling Heights, MI 48310 and whose telephone number is (248) 802-8048 hereinafter referred to as "Owners", provides as follows:

FIRST: That the City agrees to permit the installation of Water Main, Sanitary Sewer, Concrete Sidewalk & Approach, and Detention Pond in accordance with plans prepared by Nowak & Fraus Engineers whose address is 46777 Woodward Avenue, Pontiac, MI 48342-5032 and whose telephone number is (248) 332-7931 and approved prior to construction by the City in accordance with City of Troy specifications.

SECOND: That the Owners agree to provide the following securities to the City prior to the start of construction, in accordance with the Detailed Summary of Required Deposits & Fees (attached hereto and incorporated herein):

Refundable escrow deposit equal to the estimated construction cost of \$ 112,242.00. This amount will be deposited with the City in the form of (check one):

Cash/Check	<input checked="" type="checkbox"/>	} 10% Cash _____
Certificate of Deposit & 10% Cash	<input type="checkbox"/>	
Irrevocable Bank Letter of Credit & 10% Cash	<input type="checkbox"/>	
Performance Bond & 10% Cash	<input type="checkbox"/>	

Refundable cash deposit in the amount of \$ 18,724.00. This amount will be deposited with the City in the form of (check one):

Cash	<input type="checkbox"/>	Check	<input checked="" type="checkbox"/>
------	--------------------------	-------	-------------------------------------

Non-refundable cash fees in the amount of \$ 12,250.00. This amount will be paid to the City in the form of (check one):

Cash	<input type="checkbox"/>	Check	<input checked="" type="checkbox"/>
------	--------------------------	-------	-------------------------------------

Said refundable escrow deposits shall be disbursed to the Owners after approval by the City. The City reserves the right to retain a minimum of ten (10) percent for each escrowed item until the entire site/development has received final inspection and final approval by all City departments. Refundable cash deposits shall be held until final approval has been issued. Disbursements shall be made by the City within a reasonable time, after request for refund of deposits is made by the Owners.

City Of Troy
Contract for Installation of Municipal Improvements
(Private Agreement)

THIRD: The owners shall contract for construction of said improvement with a qualified contractor. Owners, or their agents, and contractor(s) agree to arrange for a pre-construction meeting with the City Engineer prior to start of work. All municipal improvements must be completely staked in the field under the direct supervision of a registered civil engineer or registered land surveyor, in accordance with the approved plans. Revisions to approved plans required by unexpected or unknown conflicts in the field shall be made as directed by the City.

FOURTH: Owners agree that if, for any reason, the total cost of completion of such improvements shall exceed the sums detailed in Paragraph SECOND hereof, that Owners will immediately, upon notification by the City, remit such additional amounts in accordance with Paragraph SECOND hereof. In the event the total cost of completion shall be less than the sums as detailed in Paragraph SECOND hereof, City will refund to the Owners the excess funds remaining after disbursement of funds.

FIFTH: Owners agree to indemnify and save harmless City, their agents and employees, from and against all loss or expense (including costs and attorneys' fees) by reason of liability imposed by law upon the City, its agents and employees for damages because of bodily injury, including death, at any time resulting therefrom sustained by any person or persons or on account of damage to property, including work, provided such injury to persons or damage to property is due or claimed to be due to negligence of the Owner, his contractor, or subcontractors, employees or agents, Owner further agrees to obtain and convey to the City all necessary easements and/or right-of-way for such public utilities as required by the City Engineer.

City Of Troy
Contract for Installation of Municipal Improvements
(Private Agreement)

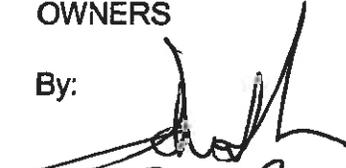
IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed in duplicate on this _____ day of _____, 20_____.

OWNERS

CITY OF TROY

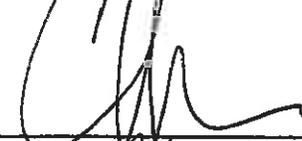
By:

By:



Please Print or Type

Dane M. Slater, Mayor



Please Print or Type

Charles Truman

M. Aileen Bittner, City Clerk

STATE OF MICHIGAN, COUNTY OF OAKLAND

On this 10th day of July, A.D. 2014, before me personally appeared John Reid and Charles Truman known by me to be the same person(s) who executed this instrument and who acknowledged this to be his/her/their free act and deed.



NOTARY PUBLIC, Oakland County, Michigan



MANDY BROWN
Notary Public, State of Michigan
County of Oakland
My Commission Expires Jun. 24, 2018
Acting in the County of Oakland

My commission expires: June 24, 2016

Detailed Summary of Required Deposits & Fees
Detroit Meeting Room
13.902.3

ESCROW DEPOSITS (PUBLIC):

Sanitary Sewers	\$52,830
Water Mains	\$42,750
Paving	\$5,412
Sidewalks	\$2,460 2170
Detention Pond/Restricted Outlet	\$9,090

TOTAL ESCROW DEPOSITS (Refundable): \$112,242
112,240.00

CASH FEES (Non-Refundable):

Engineering Review Fee (Private Improvements)(PA1)	\$3,927
Water Main Testing and Chlorination (PA 2)	\$752
Plan Review and Construction Inspection Fee (Public Improvements) (PA1)	\$9,002
Soil Erosion/Sedimentation Control Commercial Permit Fee (SUB 10)	\$400
Soil Erosion/Sedimentation Control Commercial Inspection Fee (SUB 10)	\$800
Less Initial Engineering Review Fee (Public & Private)(1.1%)	-\$2,631

TOTAL CASH FEES (Non-Refundable): \$12,250

CASH DEPOSITS (Refundable):

Street Cleaning/Road Maintenance	\$5,000
Soil Erosion/Sedimentation Control Repair, Replace, or Maintenance	\$2,500
Punchlist & Restoration	\$11,224

TOTAL CASH DEPOSITS (Refundable): \$18,724

Total Escrow & Cash Deposits (Refundable): 130,984.00 \$130,966

Total Cash Fees (Non-Refundable): \$12,250

Total Amount: \$143,216
143,234.00

PAID

JUL 11 2014

CITY OF TROY
TREASURER'S OFFICE



CITY COUNCIL AGENDA ITEM

Date: July 14, 2014

To: Brian Kischnick, City Manager

From: Aileen Bittner, City Clerk

Subject: Request for Recognition as a Nonprofit Organization from Troy Firefighter's Community Fund

Background

Attached is a request from Daryl Klinko, Treasurer of the Troy Firefighter's Community Fund, seeking recognition as a nonprofit organization for the purpose of obtaining a charitable gaming license for fundraising purposes.

Recommendation

It has been City Management's practice to support the approval of such requests.

Fund Availability

There are no financial considerations associated with this item.

City Attorney's Review as to Form and Legality

There are no legal considerations associated with this item.

Suggested Resolution
Resolution #2014-07-

RESOLVED, That Troy City Council hereby **APPROVES** the request from Troy Firefighter's Community Fund, asking that they be recognized as a nonprofit organization operating in the community for the purpose of obtaining a charitable gaming license as recommended by City Management.

Yes:

No:



**Document Requirements for
“Recognition as a Non-Profit Organization”
for the Purpose of Obtaining a Gaming License**

1. Letter addressed to the Mayor and City Council from a Board Member of the organization outlining their request and describing their organization.
2. Blank “Local Governing Body Resolution for Charitable Gaming Licenses” form from the Michigan Gaming Control Board (MGCB-MP-5036) to be completed by City Clerk after City Council’s approval.
3. Letter of Determination from the Department of Treasury granting exemption from federal income tax [Section 501(c)(3) of the Internal Revenue Code] and classification as a public charity [Section 509(a)(2) of the Internal Revenue Code]. *How do I handle when change*
4. Copy of Form #1023-Application for Recognition Exemption; under Section 501(c)(3) of the Internal Revenue Code verifying their 501(c)(3) status.
5. A complete copy of the organization’s Articles of Incorporation that have been filed with the Corporations and Securities Bureau, if the organization is incorporated.
- ✓ 6. Signed and dated copy of the organization’s current Bylaws or constitution, including membership criteria. *Attached*
7. CONFIDENTIAL-KEEP ON FILE ONLY: Copy of Income Statement from organization.

2014 JUL 14 PM 3:57

July 14th, 2014

To: City of Troy Mayor and City Council
From: Daryl Klinko, Treasurer and Board Member of the
Troy Firefighter's Community Fund

The purpose of this letter is to have the City of Troy recognize us as a 501c3 in the City and to approve our request for Charitable Gaming License. Our objective is to raise funds for charity giving to organizations supporting the community and overall goodwill for people.

We have recently changed our name from the Troy Fire Station Six Benevolent Fund to ...Troy Firefighter's Community Fund, paperwork included. We are requesting approval in the name of Troy Firefighter's Community Fund. The State of Michigan has approved our name change May 22, 2014.

We have included all supporting paperwork for approval.

Should you have questions, please contact me by cell at 248.464.0655.

Sincerely,



Daryl Klinko, Board Member and Treasurer
Troy Firefighter's Community Fund
2200 Cameo Dr
Troy, MI 48098



State of Michigan
 Michigan Gaming Control Board
 Office of the Executive Director
 P.O. Box 30786
 Lansing, MI 48909
 Phone: (313) 456-4940
 Fax: (313) 456-3405
 Email: Millionaireparty@michigan.gov
 www.michigan.gov/mgcb

LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES
 (Required by MCL.432.103(K)(ii))

At a _____ meeting of the _____
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by _____ on _____
DATE

at _____ a.m./p.m. the following resolution was offered:
TIME

Moved by _____ and supported by _____

that the request from _____ of _____,
NAME OF ORGANIZATION CITY

county of _____, asking that they be recognized as a
COUNTY NAME

nonprofit organization operating in the community for the purpose of obtaining charitable gaming licenses, be considered for _____
APPROVAL/DISAPPROVAL

APPROVAL	DISAPPROVAL
Yeas: _____	Yeas: _____
Nays: _____	Nays: _____
Absent: _____	Absent: _____

I hereby certify that the foregoing is a true and complete copy of a resolution offered and adopted by the _____ at a _____ meeting held on _____
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL DATE

SIGNED: _____
TOWNSHIP, CITY, OR VILLAGE CLERK

PRINTED NAME AND TITLE

ADDRESS



CITY OF TROY

SOLICITATION – FUND RAISING

Date Received: _____

File the following information with the City Clerk's Office at least 21 days prior to the time when the permit is desired. TIME SPAN FOR PERMIT IS NOT TO EXCEED NINETY (90) DAYS.

Name of Organization: Troy Firefighter's Community Fund Phone: 248-464-0655

Local Address: 2200 Cameo Dr City/Zip: Troy 48098

Home Address (if different): _____ City/Zip: _____

Name of Parent Organization: _____

Address: _____

Local Representative/Officers:

Name	Title	Phone
Daryl Klinko	Treasurer Ba Member	248-464-0655

Person in Charge of Solicitations: _____

How are funds solicited: _____

Locations/Dates/Times:

Locations	Dates	Times

To what purpose will you put these funds: _____

What is the requested amount for contribution: _____

Troy Fire Station Six

7/9/2014

FIREFIGHTER	S/O	ADDRESS
Station 6		5901 Coolidge
Leach, Richard	Amy	6480 Crabapple Ct, Troy 48098
Bovensiep, Richard	Gretchen	1867 Farmbrook, Troy 48098
Lagarde, Joe Jr	Steph	6951 Dublin Fair, Troy 48098
Dudzinski, Todd	Christine	190 McKinley, Troy 48098
Visnaw, Bill	Kristy	1838 Brentwood, Troy 48098
Coster, David		1906 Sutton Place, Troy 48098
Carcone, Dan	Olga	65 E Lovell Dr, Troy 48085
Satterfield, Andy	Amy	1860 Fordham, Troy 48098
Hullinger, Pete	Rachel	2137 Alsdorf, Roch.Hills 48309
Shenk, Bob	Donna	504 N Bywood, Clawson 48017
Petrusha, Bill	Laurie	6840 Meadow Court, Troy 48098
Krajewski, Eric		5230 Cameron crt. Troy 48098
Carson, Cameron		1412 Country Dr, Troy 48098
McKay, Joe	Diana	2070 Chalgrove, Troy 48098
Kleinstiver, Kevin		6506 Denton Drive, Troy 48098
Bise, Dean		6375 Livernois, Troy 48098
Roberts, Chuck	Carrie	2465 W Wattles, Troy 48098
Johansson, Jack	Joan	1894 Farmbrook, Troy 48098
Lisjak, Brandon		6580 Forest Park Dr, Troy 48098
Taqi, Ali	Amena	6397 Denton dr, Troy 48098
Siegan, Stuart	Mary	6952 Limerick Lane, Troy 48098
Schramski, Tom	Marcia	2155 Grenadier Dr, Troy 48098
Zygmontowicz, Jared		4412 Coffey Ct, Troy 48098
Johansson, Bill	Kristin	1907 Farmbrook, Troy 48098
Miltimore, Jeffrey	Tori	814 Hathaway Dr, Auburn Hills 48326
Gurney, Rob	Sherie	1159 Villa Pk, Troy 48085
Emmons, Eric	Abbey	1673 Brentwood, Troy, Mi 48098
Nixon, Dick	Sharon	915 Golfview, Rochester Hills 48307
Pearson, Tim	Mary	3674 Walnut Brook, Roch. Hills 48309
Price, Jim	Kathy	5733 Northfield Parkway
Klement, Wayne		7760 E Calle Del Minique, Tucson, Az 85750
Lamm, Doug	Janie	2751 Walbridge, Roch. Hills 48307
Sinclair, Rick	Lee Anne	6408 Montclair Troy 48085
Tarajos, Joe	Christine	6494 Canmoor, Troy 48098
Kauffman, Jim	Brenda	4129 Calumet, Rochester, MI 48306
Leavitt, Mike	Patti	1915 Farmbrook, Troy 48098
Pallotta, Steve	Barb	5445 Ridge Trail, Clarkston 48348
Lockard, Don	Thea	515 Serenity Ct, Troy 48098
Koehn, Paul	Barbara	2242 Woodingham ,Troy 48085
Lawson, Karen	Bob Potts	5521 Livernois, Troy 48098
Gerard, Steve Sr	Deb	6327 Tutbury, Troy 48098
Colombo, Mark	Barbara	1520 Dorn, Leonard 48367
Klinko, Daryl	Bernadette	2200 Cameo, Troy 48098
Lagarde, Joe	Cindy	512 E. LaSalle, Royal Oak 48073
Harding, Dick	Pam	24160 Perdido Beach unit 2108 orange beach, AL 36561

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: NOV 17 2013

TROY FIRE STATION SIX BENEVOLENT
FUND INC
2200 CAMEO DR
TROY, MI 48098

Employer Identification Number:
90-0861644
DLN:
17053278359002
Contact Person:
KEVIN W PAYTON ID# 31454
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
509(a) (2)
Form 990 Required:
Yes
Effective Date of Exemption:
July 26, 2012
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c) (3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c) (3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c) (3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Sincerely,



Director, Exempt Organizations

Enclosure: Publication 4221-PC

Letter 947 (DO/CG)

FILED

MAY 22 2014

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
CORPORATIONS, SECURITIES & COMMERCIAL LICENSING BUREAU

Date Received
MAY 09 2014

This document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.

Administrator
Corporation Division

Trans Info#1 19601451-1 05/08/14
CHK#: 1030 Amt: \$10.00
ID: 71145L

Name Troy Fire Station Six Benevolent Fund, Inc		
Address 2200 Cameo Dr		
City Troy	State MI	ZIP Code 48098

EFFECTIVE DATE:

Document will be returned to the name and address you enter above. If left blank, document will be returned to the registered office.

CERTIFICATE OF AMENDMENT TO THE ARTICLES OF INCORPORATION

For use by Domestic Profit and Nonprofit Corporations

(Please read information and instructions on the last page)

Pursuant to the provisions of Act 284, Public Acts of 1972, (profit corporations), or Act 162, Public Acts of 1982 (nonprofit corporations), the undersigned corporation executes the following Certificate:

1. The present name of the corporation is:

Troy Fire Station Six Benevolent Fund, Inc.

2. The identification number assigned by the Bureau is:

71145L

3. Article 1 of the Articles of Incorporation is hereby amended to read as follows:

the name of corporation vs:

CONSTITUTION AND BYLAWS of the
Troy Fire Station Six Benevolent Fund
Incorporation date May 14, 2012

Amendment Number 1
April 3, 2014

ARTICLE 1 Name

The Organization will change its name to:

Troy Firefighter's Community Fund

6. Nonprofit corporation only: Member, shareholder, or board approval

The foregoing amendment to the Articles of Incorporation was duly adopted on the 3rd day of April, 2014 by the (check one of the following)

Member or shareholder approval for nonprofit corporations organized on a membership or share basis

- members or shareholders at a meeting in accordance with Section 611(2) of the Act.
- written consent of the members or shareholders having not less than the minimum number of votes required by statute in accordance with Section 407(1) and (2) of the Act. Written notice to members or shareholders who have consented in writing has been given. (Note: Written consent by less than all of the members or shareholders is permitted only if such provision appears in the Articles of Incorporation.)
- written consent of all the members or shareholders entitled to vote in accordance with section 407(3) of the Act.

Directors (Only if the Articles state that the corporation is organized on a directorship basis)

- directors at a meeting in accordance with Section 611(2) of the Act.
- written consent of all directors pursuant to Section 525 of the Act.

Nonprofit Corporations

Signed this 5th day of May, 2014

By 
(Signature of President, Vice-President, Chairperson or Vice-Chairperson)

Daryl Klinko
(Type or Print Name)

Treasurer
(Type or Print Title)

**Application for Recognition of Exemption
 Under Section 501(c)(3) of the Internal Revenue Code**

Note: If exempt status is approved, this application will be open for public inspection.

Use the instructions to complete this application and for a definition of all **bold** items. For additional help, call IRS Exempt Organizations Customer Account Services toll-free at 1-877-829-5500. Visit our website at www.irs.gov for forms and publications. If the required information and documents are not submitted with payment of the appropriate user fee, the application may be returned to you.

Attach additional sheets to this application if you need more space to answer fully. Put your name and EIN on each sheet and identify each answer by Part and line number. Complete Parts I - XI of Form 1023 and submit only those Schedules (A through H) that apply to you.

Part I Identification of Applicant

1 Full name of organization (exactly as it appears in your organizing document)		2 c/o Name (if applicable)	
Troy Fire Station Six Benevolent Fund, Inc			
3 Mailing address (Number and street) (see instructions)		Room/Suite	4 Employer Identification Number (EIN)
2200 Cameo Dr			90-0861644
City or town, state or country, and ZIP + 4		5 Month the annual accounting period ends (01 - 12)	
Troy, MI 48098		12	
6 Primary contact (officer, director, trustee, or authorized representative)		b Phone: 248.641.8460	
a Name: Daryl Klinko		c Fax: (optional)	
7 Are you represented by an authorized representative, such as an attorney or accountant? If "Yes," provide the authorized representative's name, and the name and address of the authorized representative's firm. Include a completed Form 2848, <i>Power of Attorney and Declaration of Representative</i> , with your application if you would like us to communicate with your representative.		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
8 Was a person who is not one of your officers, directors, trustees, employees, or an authorized representative listed in line 7, paid, or promised payment, to help plan, manage, or advise you about the structure or activities of your organization, or about your financial or tax matters? If "Yes," provide the person's name, the name and address of the person's firm, the amounts paid or promised to be paid, and describe that person's role.		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
9a Organization's website: NA			
b Organization's email: (optional)			
10 Certain organizations are not required to file an information return (Form 990 or Form 990-EZ). If you are granted tax-exemption, are you claiming to be excused from filing Form 990 or Form 990-EZ? If "Yes," explain. See the instructions for a description of organizations not required to file Form 990 or Form 990-EZ.		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
11 Date incorporated if a corporation, or formed, if other than a corporation. (MM/DD/YYYY)		5 / 14 / 2012	
12 Were you formed under the laws of a foreign country? If "Yes," state the country.		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

Part II Organizational Structure

You must be a corporation (including a limited liability company), an unincorporated association, or a trust to be tax exempt. (See instructions.) **DO NOT file this form unless you can check "Yes" on lines 1, 2, 3, or 4.**

- 1 Are you a **corporation**? If "Yes," attach a copy of your articles of incorporation showing **certification of filing** with the appropriate state agency. Include copies of any amendments to your articles and be sure they also show state filing certification. Yes No
- 2 Are you a **limited liability company (LLC)**? If "Yes," attach a copy of your articles of organization showing certification of filing with the appropriate state agency. Also, if you adopted an operating agreement, attach a copy. Include copies of any amendments to your articles and be sure they show state filing certification. Refer to the instructions for circumstances when an LLC should not file its own exemption application. Yes No
- 3 Are you an **unincorporated association**? If "Yes," attach a copy of your articles of association, constitution, or other similar organizing document that is dated and includes at least two signatures. Include signed and dated copies of any amendments. Yes No
- 4a Are you a **trust**? If "Yes," attach a signed and dated copy of your trust agreement. Include signed and dated copies of any amendments. Yes No
- b Have you been funded? If "No," explain how you are formed without anything of value placed in trust. Yes No
- 5 Have you adopted **bylaws**? If "Yes," attach a current copy showing date of adoption. If "No," explain how your officers, directors, or trustees are selected. Yes No

Part III Required Provisions in Your Organizing Document

The following questions are designed to ensure that when you file this application, your organizing document contains the required provisions to meet the organizational test under section 501(c)(3). Unless you can check the boxes in both lines 1 and 2, your organizing document does not meet the organizational test. **DO NOT file this application until you have amended your organizing document.** Submit your original and amended organizing documents (showing state filing certification if you are a corporation or an LLC) with your application.

- 1 Section 501(c)(3) requires that your organizing document state your exempt purpose(s), such as charitable, religious, educational, and/or scientific purposes. Check the box to confirm that your organizing document meets this requirement. Describe specifically where your organizing document meets this requirement, such as a reference to a particular article or section in your organizing document. Refer to the instructions for exempt purpose language. Location of Purpose Clause (Page, Article, and Paragraph): Page 1, Article II
- 2a Section 501(c)(3) requires that upon dissolution of your organization, your remaining assets must be used exclusively for exempt purposes, such as charitable, religious, educational, and/or scientific purposes. Check the box on line 2a to confirm that your organizing document meets this requirement by express provision for the distribution of assets upon dissolution. If you rely on state law for your dissolution provision, do not check the box on line 2a and go to line 2c.
- 2b If you checked the box on line 2a, specify the location of your dissolution clause (Page, Article, and Paragraph). Do not complete line 2c if you checked box 2a. _____
- 2c See the instructions for information about the operation of state law in your particular state. Check this box if you rely on operation of state law for your dissolution provision and indicate the state: Michigan

Part IV Narrative Description of Your Activities

Using an attachment, describe your *past, present, and planned* activities in a narrative. If you believe that you have already provided some of this information in response to other parts of this application, you may summarize that information here and refer to the specific parts of the application for supporting details. You may also attach representative copies of newsletters, brochures, or similar documents for supporting details to this narrative. Remember that if this application is approved, it will be open for public inspection. Therefore, your narrative description of activities should be thorough and accurate. Refer to the instructions for information that must be included in your description.

Part V Compensation and Other Financial Arrangements With Your Officers, Directors, Trustees, Employees, and Independent Contractors

- 1a List the names, titles, and mailing addresses of all of your officers, directors, and trustees. For each person listed, state their total annual **compensation**, or proposed compensation, for all services to the organization, whether as an officer, employee, or other position. Use actual figures, if available. Enter "none" if no compensation is or will be paid. If additional space is needed, attach a separate sheet. Refer to the instructions for information on what to include as compensation.

Name	Title	Mailing address	Compensation amount (annual actual or estimated)
Joseph Lagarde Jr	President	6951 Dublin Fair Troy, MI 48098	ZERO
Richard Leach	Vice President	6480 Crabapple Ct Troy, MI 48098	ZERO
Todd Dudzinski	Secretary	190 McKinley Troy, MI	ZERO
Daryl Klinko	Treasurer	2200 Cameo Dr Troy, MI 48098	ZERO
Karen Lawson	Board Member	5521 Livernois Troy, MI 48098	ZERO

Part V Compensation and Other Financial Arrangements With Your Officers, Directors, Trustees, Employees, and Independent Contractors (Continued)

b List the names, titles, and mailing addresses of each of your five highest compensated employees who receive or will receive compensation of more than \$50,000 per year. Use the actual figure, if available. Refer to the instructions for information on what to include as compensation. Do not include officers, directors, or trustees listed in line 1a.

Name	Title	Mailing address	Compensation amount (annual actual or estimated)
NA, no employees			

c List the names, names of businesses, and mailing addresses of your five highest compensated independent contractors that receive or will receive compensation of more than \$50,000 per year. Use the actual figure, if available. Refer to the instructions for information on what to include as compensation.

Name	Title	Mailing address	Compensation amount (annual actual or estimated)
NA, no contractors			

The following "Yes" or "No" questions relate to *past, present, or planned* relationships, transactions, or agreements with your officers, directors, trustees, highest compensated employees, and highest compensated independent contractors listed in lines 1a, 1b, and 1c.

- 2a** Are any of your officers, directors, or trustees related to each other through family or business relationships? If "Yes," identify the individuals and explain the relationship. Yes No
 - b** Do you have a business relationship with any of your officers, directors, or trustees other than through their position as an officer, director, or trustee? If "Yes," identify the individuals and describe the business relationship with each of your officers, directors, or trustees. Yes No
 - c** Are any of your officers, directors, or trustees related to your highest compensated employees or highest compensated independent contractors listed on lines 1b or 1c through family or business relationships? If "Yes," identify the individuals and explain the relationship. Yes No
-
- 3a** For each of your officers, directors, trustees, highest compensated employees, and highest compensated independent contractors listed on lines 1a, 1b, or 1c, attach a list showing their name, qualifications, average hours worked, and duties.
- b** Do any of your officers, directors, trustees, highest compensated employees, and highest compensated independent contractors listed on lines 1a, 1b, or 1c receive compensation from any other organizations, whether tax exempt or taxable, that are related to you through common control? If "Yes," identify the individuals, explain the relationship between you and the other organization, and describe the compensation arrangement. Yes No
-
- 4** In establishing the compensation for your officers, directors, trustees, highest compensated employees, and highest compensated independent contractors listed on lines 1a, 1b, and 1c, the following practices are recommended, although they are not required to obtain exemption. Answer "Yes" to all the practices you use.
- a** Do you or will the individuals that approve compensation arrangements follow a conflict of interest policy? Yes No
 - b** Do you or will you approve compensation arrangements in advance of paying compensation? Yes No
 - c** Do you or will you document in writing the date and terms of approved compensation arrangements? Yes No

Part V Compensation and Other Financial Arrangements With Your Officers, Directors, Trustees, Employees, and Independent Contractors (Continued)

- d** Do you or will you record in writing the decision made by each individual who decided or voted on compensation arrangements? Yes No
- e** Do you or will you approve compensation arrangements based on information about compensation paid by **similarly situated** taxable or tax-exempt organizations for similar services, current compensation surveys compiled by independent firms, or actual written offers from similarly situated organizations? Refer to the instructions for Part V, lines 1a, 1b, and 1c, for information on what to include as compensation. Yes No
- f** Do you or will you record in writing both the information on which you relied to base your decision and its source? Yes No
- g** If you answered "No" to any item on lines 4a through 4f, describe how you set compensation that is **reasonable** for your officers, directors, trustees, highest compensated employees, and highest compensated independent contractors listed in Part V, lines 1a, 1b, and 1c.
-
- 5a** Have you adopted a **conflict of interest policy** consistent with the sample conflict of interest policy in Appendix A to the instructions? If "Yes," provide a copy of the policy and explain how the policy has been adopted, such as by resolution of your governing board. If "No," answer lines 5b and 5c. Yes No
- b** What procedures will you follow to assure that persons who have a conflict of interest will not have influence over you for setting their own compensation?
- c** What procedures will you follow to assure that persons who have a conflict of interest will not have influence over you regarding business deals with themselves?
- Note:** A conflict of interest policy is recommended though it is not required to obtain exemption. Hospitals, see Schedule C, Section I, line 14.
-
- 6a** Do you or will you compensate any of your officers, directors, trustees, highest compensated employees, and highest compensated independent contractors listed in lines 1a, 1b, or 1c through **non-fixed payments**, such as discretionary bonuses or revenue-based payments? If "Yes," describe all non-fixed compensation arrangements, including how the amounts are determined, who is eligible for such arrangements, whether you place a limitation on total compensation, and how you determine or will determine that you pay no more than reasonable compensation for services. Refer to the instructions for Part V, lines 1a, 1b, and 1c, for information on what to include as compensation. Yes No
- b** Do you or will you compensate any of your employees, other than your officers, directors, trustees, or your five highest compensated employees who receive or will receive compensation of more than \$50,000 per year, through non-fixed payments, such as discretionary bonuses or revenue-based payments? If "Yes," describe all non-fixed compensation arrangements, including how the amounts are or will be determined, who is or will be eligible for such arrangements, whether you place or will place a limitation on total compensation, and how you determine or will determine that you pay no more than reasonable compensation for services. Refer to the instructions for Part V, lines 1a, 1b, and 1c, for information on what to include as compensation. Yes No
-
- 7a** Do you or will you purchase any goods, services, or assets from any of your officers, directors, trustees, highest compensated employees, or highest compensated independent contractors listed in lines 1a, 1b, or 1c? If "Yes," describe any such purchase that you made or intend to make, from whom you make or will make such purchases, how the terms are or will be negotiated at **arm's length**, and explain how you determine or will determine that you pay no more than **fair market value**. Attach copies of any written contracts or other agreements relating to such purchases. Yes No
- b** Do you or will you sell any goods, services, or assets to any of your officers, directors, trustees, highest compensated employees, or highest compensated independent contractors listed in lines 1a, 1b, or 1c? If "Yes," describe any such sales that you made or intend to make, to whom you make or will make such sales, how the terms are or will be negotiated at arm's length, and explain how you determine or will determine you are or will be paid at least fair market value. Attach copies of any written contracts or other agreements relating to such sales. Yes No
-
- 8a** Do you or will you have any leases, contracts, loans, or other agreements with your officers, directors, trustees, highest compensated employees, or highest compensated independent contractors listed in lines 1a, 1b, or 1c? If "Yes," provide the information requested in lines 8b through 8f. Yes No
- b** Describe any written or oral arrangements that you made or intend to make.
- c** Identify with whom you have or will have such arrangements.
- d** Explain how the terms are or will be negotiated at arm's length.
- e** Explain how you determine you pay no more than fair market value or you are paid at least fair market value.
- f** Attach copies of any signed leases, contracts, loans, or other agreements relating to such arrangements.
-
- 9a** Do you or will you have any leases, contracts, loans, or other agreements with any organization in which any of your officers, directors, or trustees are also officers, directors, or trustees, or in which any individual officer, director, or trustee owns more than a 35% interest? If "Yes," provide the information requested in lines 9b through 9f. Yes No

Part V Compensation and Other Financial Arrangements With Your Officers, Directors, Trustees, Employees, and Independent Contractors (Continued)

- b Describe any written or oral arrangements you made or intend to make.
- c Identify with whom you have or will have such arrangements.
- d Explain how the terms are or will be negotiated at arm's length.
- e Explain how you determine or will determine you pay no more than fair market value or that you are paid at least fair market value.
- f Attach a copy of any signed leases, contracts, loans, or other agreements relating to such arrangements.

Part VI Your Members and Other Individuals and Organizations That Receive Benefits From You

The following "Yes" or "No" questions relate to goods, services, and funds you provide to individuals and organizations as part of your activities. Your answers should pertain to *past, present, and planned* activities. (See instructions.)

- 1a In carrying out your exempt purposes, do you provide goods, services, or funds to individuals? If "Yes," describe each program that provides goods, services, or funds to individuals. Yes No
- b In carrying out your exempt purposes, do you provide goods, services, or funds to organizations? If "Yes," describe each program that provides goods, services, or funds to organizations. Yes No
- 2 Do any of your programs limit the provision of goods, services, or funds to a specific individual or group of specific individuals? For example, answer "Yes," if goods, services, or funds are provided only for a particular individual, your members, individuals who work for a particular employer, or graduates of a particular school. If "Yes," explain the limitation and how recipients are selected for each program. Yes No
- 3 Do any individuals who receive goods, services, or funds through your programs have a family or business relationship with any officer, director, trustee, or with any of your highest compensated employees or highest compensated independent contractors listed in Part V, lines 1a, 1b, and 1c? If "Yes," explain how these related individuals are eligible for goods, services, or funds. Yes No

Part VII Your History

The following "Yes" or "No" questions relate to your history. (See instructions.)

- 1 Are you a **successor** to another organization? Answer "Yes," if you have taken or will take over the activities of another organization; you took over 25% or more of the fair market value of the net assets of another organization; or you were established upon the conversion of an organization from for-profit to non-profit status. If "Yes," complete Schedule G. Yes No
- 2 Are you submitting this application more than 27 months after the end of the month in which you were legally formed? If "Yes," complete Schedule E. Yes No

Part VIII Your Specific Activities

The following "Yes" or "No" questions relate to specific activities that you may conduct. Check the appropriate box. Your answers should pertain to *past, present, and planned* activities. (See instructions.)

- 1 Do you support or oppose candidates in **political campaigns** in any way? If "Yes," explain. Yes No
- 2a Do you attempt to **influence legislation**? If "Yes," explain how you attempt to influence legislation and complete line 2b. If "No," go to line 3a. Yes No
- b Have you made or are you making an **election** to have your legislative activities measured by expenditures by filing Form 5768? If "Yes," attach a copy of the Form 5768 that was already filed or attach a completed Form 5768 that you are filing with this application. If "No," describe whether your attempts to influence legislation are a substantial part of your activities. Include the time and money spent on your attempts to influence legislation as compared to your total activities. Yes No
- 3a Do you or will you operate bingo or **gaming** activities? If "Yes," describe who conducts them, and list all revenue received or expected to be received and expenses paid or expected to be paid in operating these activities. **Revenue and expenses** should be provided for the time periods specified in Part IX, Financial Data. Yes No
- b Do you or will you enter into contracts or other agreements with individuals or organizations to conduct bingo or gaming for you? If "Yes," describe any written or oral arrangements that you made or intend to make, identify with whom you have or will have such arrangements, explain how the terms are or will be negotiated at arm's length, and explain how you determine or will determine you pay no more than fair market value or you will be paid at least fair market value. Attach copies or any written contracts or other agreements relating to such arrangements. Yes No
- c List the states and local jurisdictions, including Indian Reservations, in which you conduct or will conduct gaming or bingo.

Part VIII Your Specific Activities (Continued)

4a Do you or will you undertake fundraising? If "Yes," check all the fundraising programs you do or will conduct. (See instructions.) **Yes** **No**

- | | |
|---|--|
| <input type="checkbox"/> mail solicitations | <input checked="" type="checkbox"/> phone solicitations |
| <input checked="" type="checkbox"/> email solicitations | <input type="checkbox"/> accept donations on your website |
| <input checked="" type="checkbox"/> personal solicitations | <input type="checkbox"/> receive donations from another organization's website |
| <input type="checkbox"/> vehicle, boat, plane, or similar donations | <input type="checkbox"/> government grant solicitations |
| <input type="checkbox"/> foundation grant solicitations | <input type="checkbox"/> Other |

Attach a description of each fundraising program.

b Do you or will you have written or oral contracts with any individuals or organizations to raise funds for you? If "Yes," describe these activities. Include all revenue and expenses from these activities and state who conducts them. Revenue and expenses should be provided for the time periods specified in Part IX, Financial Data. Also, attach a copy of any contracts or agreements. **Yes** **No**

c Do you or will you engage in fundraising activities for other organizations? If "Yes," describe these arrangements. Include a description of the organizations for which you raise funds and attach copies of all contracts or agreements. **Yes** **No**

d List all states and local jurisdictions in which you conduct fundraising. For each state or local jurisdiction listed, specify whether you fundraise for your own organization, you fundraise for another organization, or another organization fundraises for you.

e Do you or will you maintain separate accounts for any contributor under which the contributor has the right to advise on the use or distribution of funds? Answer "Yes" if the donor may provide advice on the types of investments, distributions from the types of investments, or the distribution from the donor's contribution account. If "Yes," describe this program, including the type of advice that may be provided and submit copies of any written materials provided to donors. **Yes** **No**

5 Are you affiliated with a governmental unit? If "Yes," explain. **Yes** **No**

6a Do you or will you engage in economic development? If "Yes," describe your program. **Yes** **No**

b Describe in full who benefits from your economic development activities and how the activities promote exempt purposes.

7a Do or will persons other than your employees or volunteers develop your facilities? If "Yes," describe each facility, the role of the developer, and any business or family relationship(s) between the developer and your officers, directors, or trustees. **Yes** **No**

b Do or will persons other than your employees or volunteers manage your activities or facilities? If "Yes," describe each activity and facility, the role of the manager, and any business or family relationship(s) between the manager and your officers, directors, or trustees. **Yes** **No**

c If there is a business or family relationship between any manager or developer and your officers, directors, or trustees, identify the individuals, explain the relationship, describe how contracts are negotiated at arm's length so that you pay no more than fair market value, and submit a copy of any contracts or other agreements.

8 Do you or will you enter into joint ventures, including partnerships or limited liability companies treated as partnerships, in which you share profits and losses with partners other than section 501(c)(3) organizations? If "Yes," describe the activities of these joint ventures in which you participate. **Yes** **No**

9a Are you applying for exemption as a childcare organization under section 501(k)? If "Yes," answer lines 9b through 9d. If "No," go to line 10. **Yes** **No**

b Do you provide child care so that parents or caretakers of children you care for can be gainfully employed (see instructions)? If "No," explain how you qualify as a childcare organization described in section 501(k). **Yes** **No**

c Of the children for whom you provide child care, are 85% or more of them cared for by you to enable their parents or caretakers to be gainfully employed (see instructions)? If "No," explain how you qualify as a childcare organization described in section 501(k). **Yes** **No**

d Are your services available to the general public? If "No," describe the specific group of people for whom your activities are available. Also, see the instructions and explain how you qualify as a childcare organization described in section 501(k). **Yes** **No**

10 Do you or will you publish, own, or have rights in music, literature, tapes, artworks, choreography, scientific discoveries, or other intellectual property? If "Yes," explain. Describe who owns or will own any copyrights, patents, or trademarks, whether fees are or will be charged, how the fees are determined, and how any items are or will be produced, distributed, and marketed. **Yes** **No**

Part VIII Your Specific Activities (Continued)

- 11** Do you or will you accept contributions of: real property; conservation easements; closely held securities; intellectual property such as patents, trademarks, and copyrights; works of music or art; licenses; royalties; automobiles, boats, planes, or other vehicles; or collectibles of any type? If "Yes," describe each type of contribution, any conditions imposed by the donor on the contribution, and any agreements with the donor regarding the contribution. Yes No
-
- 12a** Do you or will you operate in a **foreign country or countries?** If "Yes," answer lines 12b through 12d. If "No," go to line 13a. Yes No
- b** Name the foreign countries and regions within the countries in which you operate.
- c** Describe your operations in each country and region in which you operate.
- d** Describe how your operations in each country and region further your exempt purposes.
-
- 13a** Do you or will you make grants, loans, or other distributions to organization(s)? If "Yes," answer lines 13b through 13g. If "No," go to line 14a. Yes No
- b** Describe how your grants, loans, or other distributions to organizations further your exempt purposes.
- c** Do you have written contracts with each of these organizations? If "Yes," attach a copy of each contract. Yes No
- d** Identify each recipient organization and any **relationship** between you and the recipient organization.
- e** Describe the records you keep with respect to the grants, loans, or other distributions you make.
- f** Describe your selection process, including whether you do any of the following:
- (i)** Do you require an application form? If "Yes," attach a copy of the form. Yes No
- (ii)** Do you require a grant proposal? If "Yes," describe whether the grant proposal specifies your responsibilities and those of the grantee, obligates the grantee to use the grant funds only for the purposes for which the grant was made, provides for periodic written reports concerning the use of grant funds, requires a final written report and an accounting of how grant funds were used, and acknowledges your authority to withhold and/or recover grant funds in case such funds are, or appear to be, misused. Yes No
- g** Describe your procedures for oversight of distributions that assure you the resources are used to further your exempt purposes, including whether you require periodic and final reports on the use of resources.
-
- 14a** Do you or will you make grants, loans, or other distributions to foreign organizations? If "Yes," answer lines 14b through 14f. If "No," go to line 15. Yes No
- b** Provide the name of each foreign organization, the country and regions within a country in which each foreign organization operates, and describe any relationship you have with each foreign organization.
- c** Does any foreign organization listed in line 14b accept contributions earmarked for a specific country or specific organization? If "Yes," list all earmarked organizations or countries. Yes No
- d** Do your contributors know that you have ultimate authority to use contributions made to you at your discretion for purposes consistent with your exempt purposes? If "Yes," describe how you relay this information to contributors. Yes No
- e** Do you or will you make pre-grant inquiries about the recipient organization? If "Yes," describe these inquiries, including whether you inquire about the recipient's financial status, its tax-exempt status under the Internal Revenue Code, its ability to accomplish the purpose for which the resources are provided, and other relevant information. Yes No
- f** Do you or will you use any additional procedures to ensure that your distributions to foreign organizations are used in furtherance of your exempt purposes? If "Yes," describe these procedures, including site visits by your employees or compliance checks by impartial experts, to verify that grant funds are being used appropriately. Yes No

Part VIII Your Specific Activities (Continued)

- 15 Do you have a **close connection** with any organizations? If "Yes," explain. Yes No
- 16 Are you applying for exemption as a **cooperative hospital service organization** under section 501(e)? If "Yes," explain. Yes No
- 17 Are you applying for exemption as a **cooperative service organization of operating educational organizations** under section 501(f)? If "Yes," explain. Yes No
- 18 Are you applying for exemption as a **charitable risk pool** under section 501(n)? If "Yes," explain. Yes No
- 19 Do you or will you operate a **school**? If "Yes," complete Schedule B. Answer "Yes," whether you operate a school as your main function or as a secondary activity. Yes No
- 20 Is your main function to provide **hospital or medical care**? If "Yes," complete Schedule C. Yes No
- 21 Do you or will you provide **low-income housing** or housing for the **elderly or handicapped**? If "Yes," complete Schedule F. Yes No
- 22 Do you or will you provide scholarships, fellowships, educational loans, or other educational grants to individuals, including grants for travel, study, or other similar purposes? If "Yes," complete Schedule H. Yes No

Note: Private foundations may use Schedule H to request advance approval of individual grant procedures.

Part IX Financial Data

For purposes of this schedule, years in existence refer to completed tax years. If in existence 4 or more years, complete the schedule for the most recent 4 tax years. If in existence more than 1 year but less than 4 years, complete the statements for each year in existence and provide projections of your likely revenues and expenses based on a reasonable and good faith estimate of your future finances for a total of 3 years of financial information. If in existence less than 1 year, provide projections of your likely revenues and expenses for the current year and the 2 following years, based on a reasonable and good faith estimate of your future finances for a total of 3 years of financial information. (See instructions.)

A. Statement of Revenues and Expenses

	Type of revenue or expense	Current tax year	3 prior tax years or 2 succeeding tax years			(e) Provide Total for (a) through (d)
		(a) From To 2012	(b) From To 2011	(c) From To 2013	(d) From To 2014	
Revenues	1 Gifts, grants, and contributions received (do not include unusual grants)	3000	2000	3000	3000	11000
	2 Membership fees received	0	0	0	0	0
	3 Gross investment income	0	0	0	0	0
	4 Net unrelated business income	0	0	0	0	0
	5 Taxes levied for your benefit	0	0	0	0	0
	6 Value of services or facilities furnished by a governmental unit without charge (not including the value of services generally furnished to the public without charge)	0	0	0	0	0
	7 Any revenue not otherwise listed above or in lines 9-12 below (attach an itemized list)	0	0	0	0	0
	8 Total of lines 1 through 7	2000	3000	3000	3000	11000
	9 Gross receipts from admissions, merchandise sold or services performed, or furnishing of facilities in any activity that is related to your exempt purposes (attach itemized list)	7000	7000	Revised 11-4-13 → 2000 10000	6000 10000	36000 34000
	10 Total of lines 8 and 9	9000	9000	9000 13000	9000 13000	37000 44000
	11 Net gain or loss on sale of capital assets (attach schedule and see instructions)	0	0	0	0	0
	12 Unusual grants	0	0	0	0	0
	13 Total Revenue Add lines 10 through 12					
Expenses	14 Fundraising expenses	5000	5000	5000	5000	
	15 Contributions, gifts, grants, and similar amounts paid out (attach an itemized list)	0	0	0	0	
	16 Disbursements to or for the benefit of members (attach an itemized list)	0	0	0	0	
	17 Compensation of officers, directors, and trustees	0	0	0	0	
	18 Other salaries and wages	0	0	0	0	
	19 Interest expense	0	0	0	0	
	20 Occupancy (rent, utilities, etc.)	0	0	0	0	
	21 Depreciation and depletion	0	0	0	0	
	22 Professional fees	0	0	0	0	
	23 Any expense not otherwise classified, such as program services (attach itemized list)	0	0	0	0	
	24 Total Expenses Add lines 14 through 23	5000	5000	5000	5000	

Part IX Financial Data (Continued)

B. Balance Sheet (for your most recently completed tax year)

Year End: **2011**
(Whole dollars)

Assets		
1	Cash	1 3500
2	Accounts receivable, net	2
3	Inventories	3
4	Bonds and notes receivable (attach an itemized list)	4
5	Corporate stocks (attach an itemized list)	5
6	Loans receivable (attach an itemized list)	6
7	Other investments (attach an itemized list)	7
8	Depreciable and depletable assets (attach an itemized list)	8
9	Land	9
10	Other assets (attach an itemized list)	10
11	Total Assets (add lines 1 through 10)	11
Liabilities		
12	Accounts payable	12
13	Contributions, gifts, grants, etc. payable	13
14	Mortgages and notes payable (attach an itemized list)	14
15	Other liabilities (attach an itemized list)	15
16	Total Liabilities (add lines 12 through 15)	16
Fund Balances or Net Assets		
17	Total fund balances or net assets	17
18	Total Liabilities and Fund Balances or Net Assets (add lines 16 and 17)	18 3500
19	Have there been any substantial changes in your assets or liabilities since the end of the period shown above? If "Yes," explain.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Part X Public Charity Status

Part X is designed to classify you as an organization that is either a **private foundation** or a **public charity**. Public charity status is a more favorable tax status than private foundation status. If you are a private foundation, Part X is designed to further determine whether you are a **private operating foundation**. (See Instructions.)

- 1a Are you a private foundation? If "Yes," go to line 1b. If "No," go to line 5 and proceed as instructed. If you are unsure, see the instructions. Yes No
- b As a private foundation, section 508(e) requires special provisions in your organizing document in addition to those that apply to all organizations described in section 501(c)(3). Check the box to confirm that your organizing document meets this requirement, whether by express provision or by reliance on operation of state law. Attach a statement that describes specifically where your organizing document meets this requirement, such as a reference to a particular article or section in your organizing document or by operation of state law. See the instructions, including Appendix B, for information about the special provisions that need to be contained in your organizing document. Go to line 2.
- 2 Are you a private operating foundation? To be a private operating foundation you must engage directly in the active conduct of charitable, religious, educational, and similar activities, as opposed to indirectly carrying out these activities by providing grants to individuals or other organizations. If "Yes," go to line 3. If "No," go to the signature section of Part XI. Yes No
- 3 Have you existed for one or more years? If "Yes," attach financial information showing that you are a private operating foundation; go to the signature section of Part XI. If "No," continue to line 4. Yes No
- 4 Have you attached either (1) an affidavit or opinion of counsel, (including a written affidavit or opinion from a certified public accountant or accounting firm with expertise regarding this tax law matter), that sets forth facts concerning your operations and support to demonstrate that you are likely to satisfy the requirements to be classified as a private operating foundation; or (2) a statement describing your proposed operations as a private operating foundation? Yes No
- 5 If you answered "No" to line 1a, indicate the type of public charity status you are requesting by checking one of the choices below. You may check only one box.
The organization is not a private foundation because it is:
 - a 509(a)(1) and 170(b)(1)(A)(i)—a church or a convention or association of churches. Complete and attach Schedule A.
 - b 509(a)(1) and 170(b)(1)(A)(ii)—a school. Complete and attach Schedule B.
 - c 509(a)(1) and 170(b)(1)(A)(iii)—a hospital, a cooperative hospital service organization, or a medical research organization operated in conjunction with a hospital. Complete and attach Schedule C.
 - d 509(a)(3)—an organization supporting either one or more organizations described in line 5a through c, f, g, or h or a publicly supported section 501(c)(4), (5), or (6) organization. Complete and attach Schedule D.

Part X Public Charity Status (Continued)

- e 509(a)(4)—an organization organized and operated exclusively for testing for public safety.
- f 509(a)(1) and 170(b)(1)(A)(iv)—an organization operated for the benefit of a college or university that is owned or operated by a governmental unit.
- g 509(a)(1) and 170(b)(1)(A)(vi)—an organization that receives a substantial part of its financial support in the form of contributions from publicly supported organizations, from a governmental unit, or from the general public.
- h 509(a)(2)—an organization that normally receives not more than one-third of its financial support from gross investment income and receives more than one-third of its financial support from contributions, membership fees, and gross receipts from activities related to its exempt functions (subject to certain exceptions).
- i A publicly supported organization, but unsure if it is described in 5g or 5h. The organization would like the IRS to decide the correct status.

Kevin will fix

- 6 If you checked box g, h, or i in question 5 above, you must request either an **advance** or a **definitive ruling** by selecting one of the boxes below. Refer to the instructions to determine which type of ruling you are eligible to receive.
- a **Request for Advance Ruling:** By checking this box and signing the consent, pursuant to section 6501(c)(4) of the Code you request an advance ruling and agree to extend the statute of limitations on the assessment of excise tax under section 4940 of the Code. The tax will apply only if you do not establish public support status at the end of the 5-year advance ruling period. The assessment period will be extended for the 5 advance ruling years to 8 years, 4 months, and 15 days beyond the end of the first year. You have the right to refuse or limit the extension to a mutually agreed-upon period of time or issue(s). Publication 1035, *Extending the Tax Assessment Period*, provides a more detailed explanation of your rights and the consequences of the choices you make. You may obtain Publication 1035 free of charge from the IRS web site at www.irs.gov or by calling toll-free 1-800-829-3676. Signing this consent will not deprive you of any appeal rights to which you would otherwise be entitled. If you decide not to extend the statute of limitations, you are not eligible for an advance ruling.

Consent Fixing Period of Limitations Upon Assessment of Tax Under Section 4940 of the Internal Revenue Code

For Organization

(Signature of Officer, Director, Trustee, or other authorized official)

(Type or print name of signer)

(Date)

(Type or print title or authority of signer)

For IRS Use Only

IRS Director, Exempt Organizations

(Date)

- b **Request for Definitive Ruling:** Check this box if you have completed one tax year of at least 8 full months and you are requesting a definitive ruling. To confirm your public support status, answer line 6b(i) if you checked box g in line 5 above. Answer line 6b(ii) if you checked box h in line 5 above. If you checked box i in line 5 above, answer both lines 6b(i) and (ii).
- (i) (a) Enter 2% of line 8, column (e) on Part IX-A. Statement of Revenues and Expenses. _____
- (b) Attach a list showing the name and amount contributed by each person, company, or organization whose gifts totaled more than the 2% amount. If the answer is "None," check this box.
- (ii) (a) For each year amounts are included on lines 1, 2, and 9 of Part IX-A. Statement of Revenues and Expenses, attach a list showing the name of and amount received from each **disqualified person**. If the answer is "None," check this box.
- (b) For each year amounts are included on line 9 of Part IX-A. Statement of Revenues and Expenses, attach a list showing the name of and amount received from each payer, other than a disqualified person, whose payments were more than the larger of (1) 1% of line 10, Part IX-A. Statement of Revenues and Expenses, or (2) \$5,000. If the answer is "None," check this box.

- 7 Did you receive any unusual grants during any of the years shown on Part IX-A. Statement of Revenues and Expenses? If "Yes," attach a list including the name of the contributor, the date and amount of the grant, a brief description of the grant, and explain why it is unusual. Yes No

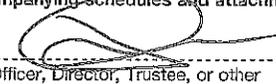
Part XI User Fee Information

You must include a user fee payment with this application. It will not be processed without your paid user fee. If your average annual gross receipts have exceeded or will exceed \$10,000 annually over a 4-year period, you must submit payment of \$750. If your gross receipts have not exceeded or will not exceed \$10,000 annually over a 4-year period, the required user fee payment is \$300. See instructions for Part XI, for a definition of gross receipts over a 4-year period. Your check or money order must be made payable to the United States Treasury. User fees are subject to change. Check our website at www.irs.gov and type "User Fee" in the keyword box, or call Customer Account Services at 1-877-829-5500 for current information.

- 1 Have your annual gross receipts averaged or are they expected to average not more than \$10,000? Yes No
If "Yes," check the box on line 2 and enclose a user fee payment of \$300 (Subject to change—see above).
If "No," check the box on line 3 and enclose a user fee payment of \$750 (Subject to change—see above).
- 2 Check the box if you have enclosed the reduced user fee payment of \$300 (Subject to change).
- 3 Check the box if you have enclosed the user fee payment of \$750 (Subject to change).

I declare under the penalties of perjury that I am authorized to sign this application on behalf of the above organization and that I have examined this application, including the accompanying schedules and attachments, and to the best of my knowledge it is true, correct, and complete.

Please Sign Here


(Signature of Officer, Director, Trustee, or other authorized official)

Daryl Klinko
(Type or print name of signer)

9-4-12
(Date)

Treasurer
(Type or print title or authority of signer)

Reminder: Send the completed Form 1023 Checklist with your filled-in-application.

Schedule A. Churches

- 1a Do you have a written creed, statement of faith, or summary of beliefs? If "Yes," attach copies of relevant documents. Yes No
- b Do you have a form of worship? If "Yes," describe your form of worship. Yes No
- 2a Do you have a formal code of doctrine and discipline? If "Yes," describe your code of doctrine and discipline. Yes No
- b Do you have a distinct religious history? If "Yes," describe your religious history. Yes No
- c Do you have a literature of your own? If "Yes," describe your literature. Yes No
- 3 Describe the organization's religious hierarchy or ecclesiastical government.
- 4a Do you have regularly scheduled religious services? If "Yes," describe the nature of the services and provide representative copies of relevant literature such as church bulletins. Yes No
- b What is the average attendance at your regularly scheduled religious services? _____
- 5a Do you have an established place of worship? If "Yes," refer to the instructions for the information required. Yes No
- b Do you own the property where you have an established place of worship? Yes No
- 6 Do you have an established congregation or other regular membership group? If "No," refer to the instructions. Yes No
- 7 How many members do you have? _____
- 8a Do you have a process by which an individual becomes a member? If "Yes," describe the process and complete lines 8b-8d, below. Yes No
- b If you have members, do your members have voting rights, rights to participate in religious functions, or other rights? If "Yes," describe the rights your members have. Yes No
- c May your members be associated with another denomination or church? Yes No
- d Are all of your members part of the same family? Yes No
- 9 Do you conduct baptisms, weddings, funerals, etc.? Yes No
- 10 Do you have a school for the religious instruction of the young? Yes No
- 11a Do you have a minister or religious leader? If "Yes," describe this person's role and explain whether the minister or religious leader was ordained, commissioned, or licensed after a prescribed course of study. Yes No
- b Do you have schools for the preparation of your ordained ministers or religious leaders? Yes No
- 12 Is your minister or religious leader also one of your officers, directors, or trustees? Yes No
- 13 Do you ordain, commission, or license ministers or religious leaders? If "Yes," describe the requirements for ordination, commission, or licensure. Yes No
- 14 Are you part of a group of churches with similar beliefs and structures? If "Yes," explain. Include the name of the group of churches. Yes No
- 15 Do you issue church charters? If "Yes," describe the requirements for issuing a charter. Yes No
- 16 Did you pay a fee for a church charter? If "Yes," attach a copy of the charter. Yes No
- 17 Do you have other information you believe should be considered regarding your status as a church? If "Yes," explain. Yes No

Schedule B. Schools, Colleges, and Universities

If you operate a school as an activity, complete Schedule B

Section I Operational Information

1a Do you normally have a regularly scheduled curriculum, a regular faculty of qualified teachers, a regularly enrolled student body, and facilities where your educational activities are regularly carried on? If "No," do not complete the remainder of Schedule B. Yes No

b Is the primary function of your school the presentation of formal instruction? If "Yes," describe your school in terms of whether it is an elementary, secondary, college, technical, or other type of school. If "No," do not complete the remainder of Schedule B. Yes No

2a Are you a public school because you are operated by a state or subdivision of a state? If "Yes," explain how you are operated by a state or subdivision of a state. Do not complete the remainder of Schedule B. Yes No

b Are you a public school because you are operated wholly or predominantly from government funds or property? If "Yes," explain how you are operated wholly or predominantly from government funds or property. Submit a copy of your funding agreement regarding government funding. Do not complete the remainder of Schedule B. Yes No

3 In what public school district, county, and state are you located?

4 Were you formed or substantially expanded at the time of public school desegregation in the above school district or county? Yes No

5 Has a state or federal administrative agency or judicial body ever determined that you are racially discriminatory? If "Yes," explain. Yes No

6 Has your right to receive financial aid or assistance from a governmental agency ever been revoked or suspended? If "Yes," explain. Yes No

7 Do you or will you contract with another organization to develop, build, market, or finance your facilities? If "Yes," explain how that entity is selected, explain how the terms of any contracts or other agreements are negotiated at arm's length, and explain how you determine that you will pay no more than fair market value for services. Yes No

Note. Make sure your answer is consistent with the information provided in Part VIII, line 7a.

8 Do you or will you manage your activities or facilities through your own employees or volunteers? If "No," attach a statement describing the activities that will be managed by others, the names of the persons or organizations that manage or will manage your activities or facilities, and how these managers were or will be selected. Also, submit copies of any contracts, proposed contracts, or other agreements regarding the provision of management services for your activities or facilities. Explain how the terms of any contracts or other agreements were or will be negotiated, and explain how you determine you will pay no more than fair market value for services. Yes No

Note. Answer "Yes" if you manage or intend to manage your programs through your own employees or by using volunteers. Answer "No" if you engage or intend to engage a separate organization or independent contractor. Make sure your answer is consistent with the information provided in Part VIII, line 7b.

Section II Establishment of Racially Nondiscriminatory PolicyInformation required by **Revenue Procedure 75-50.**

1 Have you adopted a racially nondiscriminatory policy as to students in your organizing document, bylaws, or by resolution of your governing body? If "Yes," state where the policy can be found or supply a copy of the policy. If "No," you must adopt a nondiscriminatory policy as to students before submitting this application. See Publication 557. Yes No

2 Do your brochures, application forms, advertisements, and catalogues dealing with student admissions, programs, and scholarships contain a statement of your racially nondiscriminatory policy? Yes No

a If "Yes," attach a representative sample of each document.

b If "No," by checking the box to the right you agree that all future printed materials, including website content, will contain the required nondiscriminatory policy statement.

3 Have you published a notice of your nondiscriminatory policy in a newspaper of general circulation that serves all racial segments of the community? (See the instructions for specific requirements.) If "No," explain. Yes No

4 Does or will the organization (or any department or division within it) discriminate in any way on the basis of race with respect to admissions; use of facilities or exercise of student privileges; faculty or administrative staff; or scholarship or loan programs? If "Yes," for any of the above, explain fully. Yes No

Schedule C. Hospitals and Medical Research Organizations

Check the box if you are a **hospital**. See the instructions for a definition of the term "hospital," which includes an organization whose principal purpose or function is providing **hospital or medical care**. Complete Section I below.

Check the box if you are a **medical research organization** operated in conjunction with a hospital. See the instructions for a definition of the term "medical research organization," which refers to an organization whose principal purpose or function is medical research and which is directly engaged in the continuous active conduct of medical research in conjunction with a hospital. Complete Section II.

Section I Hospitals

- 1a** Are all the doctors in the community eligible for staff privileges? If "No," give the reasons why and explain how the medical staff is selected. **Yes** **No**
- 2a** Do you or will you provide medical services to all individuals in your community who can pay for themselves or have private health insurance? If "No," explain. **Yes** **No**
- b** Do you or will you provide medical services to all individuals in your community who participate in Medicare? If "No," explain. **Yes** **No**
- c** Do you or will you provide medical services to all individuals in your community who participate in Medicaid? If "No," explain. **Yes** **No**
- 3a** Do you or will you require persons covered by Medicare or Medicaid to pay a deposit before receiving services? If "Yes," explain. **Yes** **No**
- b** Does the same deposit requirement, if any, apply to all other patients? If "No," explain. **Yes** **No**
- 4a** Do you or will you maintain a full-time emergency room? If "No," explain why you do not maintain a full-time emergency room. Also, describe any emergency services that you provide. **Yes** **No**
- b** Do you have a policy on providing emergency services to persons without apparent means to pay? If "Yes," provide a copy of the policy. **Yes** **No**
- c** Do you have any arrangements with police, fire, and voluntary ambulance services for the delivery or admission of emergency cases? If "Yes," describe the arrangements, including whether they are written or oral agreements. If written, submit copies of all such agreements. **Yes** **No**
- 5a** Do you provide for a portion of your services and facilities to be used for charity patients? If "Yes," answer 5b through 5e. **Yes** **No**
- b** Explain your policy regarding charity cases, including how you distinguish between charity care and bad debts. Submit a copy of your written policy.
- c** Provide data on your past experience in admitting charity patients, including amounts you expend for treating charity care patients and types of services you provide to charity care patients.
- d** Describe any arrangements you have with federal, state, or local governments or government agencies for paying for the cost of treating charity care patients. Submit copies of any written agreements.
- e** Do you provide services on a sliding fee schedule depending on financial ability to pay? If "Yes," submit your sliding fee schedule. **Yes** **No**
- 6a** Do you or will you carry on a formal program of medical training or medical research? If "Yes," describe such programs, including the type of programs offered, the scope of such programs, and affiliations with other hospitals or medical care providers with which you carry on the medical training or research programs. **Yes** **No**
- b** Do you or will you carry on a formal program of community education? If "Yes," describe such programs, including the type of programs offered, the scope of such programs, and affiliation with other hospitals or medical care providers with which you offer community education programs. **Yes** **No**
- 7** Do you or will you provide office space to physicians carrying on their own medical practices? If "Yes," describe the criteria for who may use the space, explain the means used to determine that you are paid at least fair market value, and submit representative lease agreements. **Yes** **No**
- 8** Is your board of directors comprised of a majority of individuals who are representative of the community you serve? Include a list of each board member's name and business, financial, or professional relationship with the hospital. Also, identify each board member who is representative of the community and describe how that individual is a community representative. **Yes** **No**
- 9** Do you participate in any joint ventures? If "Yes," state your ownership percentage in each joint venture, list your investment in each joint venture, describe the tax status of other participants in each joint venture (including whether they are section 501(c)(3) organizations), describe the activities of each joint venture, describe how you exercise control over the activities of each joint venture, and describe how each joint venture furthers your exempt purposes. Also, submit copies of all agreements. **Yes** **No**
- Note.** Make sure your answer is consistent with the information provided in Part VIII, line 8.

Schedule C. Hospitals and Medical Research Organizations (Continued)**Section I Hospitals (Continued)**

- 10** Do you or will you manage your activities or facilities through your own employees or volunteers? If "No," attach a statement describing the activities that will be managed by others, the names of the persons or organizations that manage or will manage your activities or facilities, and how these managers were or will be selected. Also, submit copies of any contracts, proposed contracts, or other agreements regarding the provision of management services for your activities or facilities. Explain how the terms of any contracts or other agreements were or will be negotiated, and explain how you determine you will pay no more than fair market value for services. Yes No
Note. Answer "Yes" if you do manage or intend to manage your programs through your own employees or by using volunteers. Answer "No" if you engage or intend to engage a separate organization or independent contractor. Make sure your answer is consistent with the information provided in Part VIII, line 7b.
- 11** Do you or will you offer recruitment incentives to physicians? If "Yes," describe your recruitment incentives and attach copies of all written recruitment incentive policies. Yes No
- 12** Do you or will you lease equipment, assets, or office space from physicians who have a financial or professional relationship with you? If "Yes," explain how you establish a fair market value for the lease. Yes No
- 13** Have you purchased medical practices, ambulatory surgery centers, or other business assets from physicians or other persons with whom you have a business relationship, aside from the purchase? If "Yes," submit a copy of each purchase and sales contract and describe how you arrived at fair market value, including copies of appraisals. Yes No
- 14** Have you adopted a **conflict of interest policy** consistent with the sample health care organization conflict of interest policy in Appendix A of the instructions? If "Yes," submit a copy of the policy and explain how the policy has been adopted, such as by resolution of your governing board. If "No," explain how you will avoid any conflicts of interest in your business dealings. Yes No

Section II Medical Research Organizations

- 1** Name the hospitals with which you have a relationship and describe the relationship. Attach copies of written agreements with each hospital that demonstrate continuing relationships between you and the hospital(s).
- 2** Attach a schedule describing your present and proposed activities for the direct conduct of medical research; describe the nature of the activities, and the amount of money that has been or will be spent in carrying them out.
- 3** Attach a schedule of assets showing their fair market value and the portion of your assets directly devoted to medical research.

Schedule D. Section 509(a)(3) Supporting Organizations

Section I Identifying Information About the Supported Organization(s)

1 State the names, addresses, and EINs of the supported organizations. If additional space is needed, attach a separate sheet.

Name	Address	EIN
	-----	-
	-----	-

2 Are all supported organizations listed in line 1 public charities under section 509(a)(1) or (2)? If "Yes," go to Section II. If "No," go to line 3. Yes No

3 Do the supported organizations have tax-exempt status under section 501(c)(4), 501(c)(5), or 501(c)(6)? Yes No

If "Yes," for each 501(c)(4), (5), or (6) organization supported, provide the following financial information:

- Part IX-A. Statement of Revenues and Expenses, lines 1-13 and
- Part X, lines 6b(ii)(a), 6b(ii)(b), and 7.

If "No," attach a statement describing how each organization you support is a public charity under section 509(a)(1) or (2).

Section II Relationship with Supported Organization(s)—Three Tests

To be classified as a supporting organization, an organization must meet one of three relationship tests:

- Test 1: "Operated, supervised, or controlled by" one or more publicly supported organizations, or
- Test 2: "Supervised or controlled in connection with" one or more publicly supported organizations, or
- Test 3: "Operated in connection with" one or more publicly supported organizations.

1 Information to establish the "operated, supervised, or controlled by" relationship (Test 1)
Is a majority of your governing board or officers elected or appointed by the supported organization(s)? If "Yes," describe the process by which your governing board is appointed and elected; go to Section III. If "No," continue to line 2. Yes No

2 Information to establish the "supervised or controlled in connection with" relationship (Test 2)
Does a majority of your governing board consist of individuals who also serve on the governing board of the supported organization(s)? If "Yes," describe the process by which your governing board is appointed and elected; go to Section III. If "No," go to line 3. Yes No

3 Information to establish the "operated in connection with" responsiveness test (Test 3)
Are you a trust from which the named supported organization(s) can enforce and compel an accounting under state law? If "Yes," explain whether you advised the supported organization(s) in writing of these rights and provide a copy of the written communication documenting this; go to Section II, line 5. If "No," go to line 4a. Yes No

4 Information to establish the alternative "operated in connection with" responsiveness test (Test 3)
a Do the officers, directors, trustees, or members of the supported organization(s) elect or appoint one or more of your officers, directors, or trustees? If "Yes," explain and provide documentation; go to line 4d, below. If "No," go to line 4b. Yes No

b Do one or more members of the governing body of the supported organization(s) also serve as your officers, directors, or trustees or hold other important offices with respect to you? If "Yes," explain and provide documentation; go to line 4d, below. If "No," go to line 4c. Yes No

c Do your officers, directors, or trustees maintain a close and continuous working relationship with the officers, directors, or trustees of the supported organization(s)? If "Yes," explain and provide documentation. Yes No

d Do the supported organization(s) have a significant voice in your investment policies, in the making and timing of grants, and in otherwise directing the use of your income or assets? If "Yes," explain and provide documentation. Yes No

e Describe and provide copies of written communications documenting how you made the supported organization(s) aware of your supporting activities.

Schedule D. Section 509(a)(3) Supporting Organizations (Continued)

Section II Relationship with Supported Organization(s)—Three Tests (Continued)

- 5 Information to establish the "operated in connection with" integral part test (Test 3)
Do you conduct activities that would otherwise be carried out by the supported organization(s)? If "Yes," explain and go to Section III. If "No," continue to line 6a. Yes No

- 6 Information to establish the alternative "operated in connection with" integral part test (Test 3)
 - a Do you distribute at least 85% of your annual net income to the supported organization(s)? If "Yes," go to line 6b. (See instructions.) Yes No
If "No," state the percentage of your income that you distribute to each supported organization. Also explain how you ensure that the supported organization(s) are attentive to your operations.
 - b How much do you contribute annually to each supported organization? Attach a schedule.
 - c What is the total annual revenue of each supported organization? If you need additional space, attach a list.
 - d Do you or the supported organization(s) earmark your funds for support of a particular program or activity? If "Yes," explain. Yes No

- 7a Does your organizing document specify the supported organization(s) by name? If "Yes," state the article and paragraph number and go to Section III. If "No," answer line 7b. Yes No
 - b Attach a statement describing whether there has been an historic and continuing relationship between you and the supported organization(s).

Section III Organizational Test

- 1a If you met relationship Test 1 or Test 2 in Section II, your organizing document must specify the supported organization(s) by name, or by naming a similar purpose or charitable class of beneficiaries. If your organizing document complies with this requirement, answer "Yes." If your organizing document does not comply with this requirement, answer "No," and see the instructions. Yes No
- b If you met relationship Test 3 in Section II, your organizing document must generally specify the supported organization(s) by name. If your organizing document complies with this requirement, answer "Yes," and go to Section IV. If your organizing document does not comply with this requirement, answer "No," and see the instructions. Yes No

Section IV Disqualified Person Test

You do not qualify as a supporting organization if you are **controlled** directly or indirectly by one or more **disqualified persons** (as defined in section 4946) other than **foundation managers** or one or more organizations that you support. Foundation managers who are also disqualified persons for another reason are disqualified persons with respect to you.

- 1a Do any persons who are disqualified persons with respect to you, (except individuals who are disqualified persons only because they are foundation managers), appoint any of your foundation managers? If "Yes," (1) describe the process by which disqualified persons appoint any of your foundation managers, (2) provide the names of these disqualified persons and the foundation managers they appoint, and (3) explain how control is vested over your operations (including assets and activities) by persons other than disqualified persons. Yes No
- b Do any persons who have a family or business relationship with any disqualified persons with respect to you, (except individuals who are disqualified persons only because they are foundation managers), appoint any of your foundation managers? If "Yes," (1) describe the process by which individuals with a family or business relationship with disqualified persons appoint any of your foundation managers, (2) provide the names of these disqualified persons, the individuals with a family or business relationship with disqualified persons, and the foundation managers appointed, and (3) explain how control is vested over your operations (including assets and activities) in individuals other than disqualified persons. Yes No
- c Do any persons who are disqualified persons, (except individuals who are disqualified persons only because they are foundation managers), have any influence regarding your operations, including your assets or activities? If "Yes," (1) provide the names of these disqualified persons, (2) explain how influence is exerted over your operations (including assets and activities), and (3) explain how control is vested over your operations (including assets and activities) by individuals other than disqualified persons. Yes No

Schedule E. Organizations Not Filing Form 1023 Within 27 Months of Formation

Schedule E is intended to determine whether you are eligible for tax exemption under section 501(c)(3) from the postmark date of your application or from your date of incorporation or formation, whichever is earlier. If you are not eligible for tax exemption under section 501(c)(3) from your date of incorporation or formation, Schedule E is also intended to determine whether you are eligible for tax exemption under section 501(c)(4) for the period between your date of incorporation or formation and the postmark date of your application.

- 1** Are you a church, association of churches, or integrated auxiliary of a church? If "Yes," complete Schedule A and stop here. Do not complete the remainder of Schedule E. Yes No
-
- 2a** Are you a public charity with annual **gross receipts** that are normally \$5,000 or less? If "Yes," stop here. Answer "No" if you are a private foundation, regardless of your gross receipts. Yes No
- b** If your gross receipts were normally more than \$5,000, are you filing this application within 90 days from the end of the tax year in which your gross receipts were normally more than \$5,000? If "Yes," stop here. Yes No
-
- 3a** Were you included as a subordinate in a group exemption application or letter? If "No," go to line 4. Yes No
- b** If you were included as a subordinate in a group exemption letter, are you filing this application within 27 months from the date you were notified by the organization holding the group exemption letter or the Internal Revenue Service that you cease to be covered by the group exemption letter? If "Yes," stop here. Yes No
- c** If you were included as a subordinate in a timely filed group exemption request that was denied, are you filing this application within 27 months from the postmark date of the Internal Revenue Service final adverse ruling letter? If "Yes," stop here. Yes No
-
- 4** Were you created on or before October 9, 1969? If "Yes," stop here. Do not complete the remainder of this schedule. Yes No
-
- 5** If you answered "No" to lines 1 through 4, we cannot recognize you as tax exempt from your date of formation unless you qualify for an extension of time to apply for exemption. Do you wish to request an extension of time to apply to be recognized as exempt from the date you were formed? If "Yes," attach a statement explaining why you did not file this application within the 27-month period. Do not answer lines 6, 7, or 8. If "No," go to line 6a. Yes No
-
- 6a** If you answered "No" to line 5, you can only be exempt under section 501(c)(3) from the postmark date of this application. Therefore, do you want us to treat this application as a request for tax exemption from the postmark date? If "Yes," you are eligible for an advance ruling. Complete Part X, line 6a. If "No," you will be treated as a private foundation. Yes No
- Note.** Be sure your ruling eligibility agrees with your answer to Part X, line 6.
- b** Do you anticipate significant changes in your sources of support in the future? If "Yes," complete line 7 below. Yes No

Schedule E. Organizations Not Filing Form 1023 Within 27 Months of Formation (Continued)

7 Complete this item only if you answered "Yes" to line 6b. Include projected revenue for the first two full years following the current tax year.

Type of Revenue	Projected revenue for 2 years following current tax year		
	(a) From To	(b) From To	(c) Total
1 Gifts, grants, and contributions received (do not include unusual grants)			
2 Membership fees received			
3 Gross investment income			
4 Net unrelated business income			
5 Taxes levied for your benefit			
6 Value of services or facilities furnished by a governmental unit without charge (not including the value of services generally furnished to the public without charge)			
7 Any revenue not otherwise listed above or in lines 9-12 below (attach an itemized list)			
8 Total of lines 1 through 7			
9 Gross receipts from admissions, merchandise sold, or services performed, or furnishing of facilities in any activity that is related to your exempt purposes (attach itemized list)			
10 Total of lines 8 and 9			
11 Net gain or loss on sale of capital assets (attach an itemized list)			
12 Unusual grants			
13 Total revenue. Add lines 10 through 12			

8 According to your answers, you are only eligible for tax exemption under section 501(c)(3) from the postmark date of your application. However, you may be eligible for tax exemption under section 501(c)(4) from your date of formation to the postmark date of the Form 1023. Tax exemption under section 501(c)(4) allows exemption from federal income tax, but generally not deductibility of contributions under Code section 170. Check the box at right if you want us to treat this as a request for exemption under 501(c)(4) from your date of formation to the postmark date.

▶

Attach a completed Page 1 of Form 1024, Application for Recognition of Exemption Under Section 501(a), to this application.

Schedule F. Homes for the Elderly or Handicapped and Low-Income Housing**Section I General Information About Your Housing**

1 Describe the type of housing you provide.

2 Provide copies of any application forms you use for admission.

3 Explain how the public is made aware of your facility.

4a Provide a description of each facility.

b What is the total number of residents each facility can accommodate?

c What is your current number of residents in each facility?

d Describe each facility in terms of whether residents rent or purchase housing from you.

5 Attach a sample copy of your residency or homeownership contract or agreement.

6 Do you participate in any joint ventures? If "Yes," state your ownership percentage in each joint venture, list your investment in each joint venture, describe the tax status of other participants in each joint venture (including whether they are section 501(c)(3) organizations), describe the activities of each joint venture, describe how you exercise control over the activities of each joint venture, and describe how each joint venture furthers your exempt purposes. Also, submit copies of all joint venture agreements. Yes No

Note. Make sure your answer is consistent with the information provided in Part VIII, line 8.

7 Do you or will you contract with another organization to develop, build, market, or finance your housing? If "Yes," explain how that entity is selected, explain how the terms of any contract(s) are negotiated at arm's length, and explain how you determine you will pay no more than fair market value for services. Yes No

Note. Make sure your answer is consistent with the information provided in Part VIII, line 7a.

8 Do you or will you manage your activities or facilities through your own employees or volunteers? If "No," attach a statement describing the activities that will be managed by others, the names of the persons or organizations that manage or will manage your activities or facilities, and how these managers were or will be selected. Also, submit copies of any contracts, proposed contracts, or other agreements regarding the provision of management services for your activities or facilities. Explain how the terms of any contracts or other agreements were or will be negotiated, and explain how you determine you will pay no more than fair market value for services. Yes No

Note. Answer "Yes" if you do manage or intend to manage your programs through your own employees or by using volunteers. Answer "No" if you engage or intend to engage a separate organization or independent contractor. Make sure your answer is consistent with the information provided in Part VIII, line 7b.

9 Do you participate in any government housing programs? If "Yes," describe these programs. Yes No

10a Do you own the facility? If "No," describe any enforceable rights you possess to purchase the facility in the future; go to line 10c. If "Yes," answer line 10b. Yes No

b How did you acquire the facility? For example, did you develop it yourself, purchase a project, etc. Attach all contracts, transfer agreements, or other documents connected with the acquisition of the facility.

c Do you lease the facility or the land on which it is located? If "Yes," describe the parties to the lease(s) and provide copies of all leases. Yes No

Schedule F. Homes for the Elderly or Handicapped and Low-Income Housing (Continued)**Section II Homes for the Elderly or Handicapped**

- 1a** Do you provide housing for the elderly? If "Yes," describe who qualifies for your housing in terms of age, infirmity, or other criteria and explain how you select persons for your housing. Yes No
- b** Do you provide housing for the handicapped? If "Yes," describe who qualifies for your housing in terms of disability, income levels, or other criteria and explain how you select persons for your housing. Yes No
-
- 2a** Do you charge an entrance or founder's fee? If "Yes," describe what this charge covers, whether it is a one-time fee, how the fee is determined, whether it is payable in a lump sum or on an installment basis, whether it is refundable, and the circumstances, if any, under which it may be waived. Yes No
- b** Do you charge periodic fees or maintenance charges? If "Yes," describe what these charges cover and how they are determined. Yes No
- c** Is your housing affordable to a significant segment of the elderly or handicapped persons in the community? Identify your **community**. Also, if "Yes," explain how you determine your housing is affordable. Yes No
-
- 3a** Do you have an established policy concerning residents who become unable to pay their regular charges? If "Yes," describe your established policy. Yes No
- b** Do you have any arrangements with government welfare agencies or others to absorb all or part of the cost of maintaining residents who become unable to pay their regular charges? If "Yes," describe these arrangements. Yes No
-
- 4** Do you have arrangements for the healthcare needs of your residents? If "Yes," describe these arrangements. Yes No
-
- 5** Are your facilities designed to meet the physical, emotional, recreational, social, religious, and/or other similar needs of the elderly or handicapped? If "Yes," describe these design features. Yes No

Section III Low-Income Housing

- 1** Do you provide low-income housing? If "Yes," describe who qualifies for your housing in terms of income levels or other criteria, and describe how you select persons for your housing. Yes No
-
- 2** In addition to rent or mortgage payments, do residents pay periodic fees or maintenance charges? If "Yes," describe what these charges cover and how they are determined. Yes No
-
- 3a** Is your housing affordable to low income residents? If "Yes," describe how your housing is made affordable to low-income residents. Yes No
- Note.** Revenue Procedure 96-32, 1996-1 C.B. 717, provides guidelines for providing low-income housing that will be treated as charitable. (At least 75% of the units are occupied by low-income tenants or 40% are occupied by tenants earning not more than 120% of the very low-income levels for the area.)
- b** Do you impose any restrictions to make sure that your housing remains affordable to low-income residents? If "Yes," describe these restrictions. Yes No
-
- 4** Do you provide social services to residents? If "Yes," describe these services. Yes No

Schedule G. Successors to Other Organizations

1a Are you a successor to a for-profit organization? If "Yes," explain the relationship with the predecessor organization that resulted in your creation and complete line 1b. Yes No

b Explain why you took over the activities or assets of a for-profit organization or converted from for-profit to nonprofit status.

2a Are you a successor to an organization other than a for-profit organization? Answer "Yes" if you have taken or will take over the activities of another organization; or you have taken or will take over 25% or more of the fair market value of the net assets of another organization. If "Yes," explain the relationship with the other organization that resulted in your creation. Yes No

b Provide the tax status of the predecessor organization.

c Did you or did an organization to which you are a successor previously apply for tax exemption under section 501(c)(3) or any other section of the Code? If "Yes," explain how the application was resolved. Yes No

d Was your prior tax exemption or the tax exemption of an organization to which you are a successor revoked or suspended? If "Yes," explain. Include a description of the corrections you made to re-establish tax exemption. Yes No

e Explain why you took over the activities or assets of another organization.

3 Provide the name, last address, and EIN of the predecessor organization and describe its activities.

Name: _____ EIN: **-**
Address: _____

4 List the owners, partners, principal stockholders, officers, and governing board members of the predecessor organization. Attach a separate sheet if additional space is needed.

Name	Address	Share/Interest (if a for-profit)

5 Do or will any of the persons listed in line 4, maintain a working relationship with you? If "Yes," describe the relationship in detail and include copies of any agreements with any of these persons or with any for-profit organizations in which these persons own more than a 35% interest. Yes No

6a Were any assets transferred, whether by gift or sale, from the predecessor organization to you? If "Yes," provide a list of assets, indicate the value of each asset, explain how the value was determined, and attach an appraisal, if available. For each asset listed, also explain if the transfer was by gift, sale, or combination thereof. Yes No

b Were any restrictions placed on the use or sale of the assets? If "Yes," explain the restrictions. Yes No

c Provide a copy of the agreement(s) of sale or transfer.

7 Were any debts or liabilities transferred from the predecessor for-profit organization to you? If "Yes," provide a list of the debts or liabilities that were transferred to you, indicating the amount of each, how the amount was determined, and the name of the person to whom the debt or liability is owed. Yes No

8 Will you lease or rent any property or equipment previously owned or used by the predecessor for-profit organization, or from persons listed in line 4, or from for-profit organizations in which these persons own more than a 35% interest? If "Yes," submit a copy of the lease or rental agreement(s). Indicate how the lease or rental value of the property or equipment was determined. Yes No

9 Will you lease or rent property or equipment to persons listed in line 4, or to for-profit organizations in which these persons own more than a 35% interest? If "Yes," attach a list of the property or equipment, provide a copy of the lease or rental agreement(s), and indicate how the lease or rental value of the property or equipment was determined. Yes No

Schedule H. Organizations Providing Scholarships, Fellowships, Educational Loans, or Other Educational Grants to Individuals and Private Foundations Requesting Advance Approval of Individual Grant Procedures**Section I** *Names of individual recipients are not required to be listed in Schedule H.*

Public charities and private foundations complete lines 1a through 7 of this section. See the instructions to Part X if you are not sure whether you are a public charity or a private foundation.

- 1a Describe the types of educational grants you provide to individuals, such as scholarships, fellowships, loans, etc.
- b Describe the purpose and amount of your scholarships, fellowships, and other educational grants and loans that you award.
- c If you award educational loans, explain the terms of the loans (interest rate, length, forgiveness, etc.).
- d Specify how your program is publicized.
- e Provide copies of any solicitation or announcement materials.
- f Provide a sample copy of the application used.
- 2 Do you maintain case histories showing recipients of your scholarships, fellowships, educational loans, or other educational grants, including names, addresses, purposes of awards, amount of each grant, manner of selection, and relationship (if any) to officers, trustees, or donors of funds to you? If "No," refer to the instructions. Yes No
- 3 Describe the specific criteria you use to determine who is eligible for your program. (For example, eligibility selection criteria could consist of graduating high school students from a particular high school who will attend college, writers of scholarly works about American history, etc.)
- 4a Describe the specific criteria you use to select recipients. (For example, specific selection criteria could consist of prior academic performance, financial need, etc.)
- b Describe how you determine the number of grants that will be made annually.
- c Describe how you determine the amount of each of your grants.
- d Describe any requirement or condition that you impose on recipients to obtain, maintain, or qualify for renewal of a grant. (For example, specific requirements or conditions could consist of attendance at a four-year college, maintaining a certain grade point average, teaching in public school after graduation from college, etc.)
- 5 Describe your procedures for supervising the scholarships, fellowships, educational loans, or other educational grants. Describe whether you obtain reports and grade transcripts from recipients, or you pay grants directly to a school under an arrangement whereby the school will apply the grant funds only for enrolled students who are in good standing. Also, describe your procedures for taking action if the terms of the award are violated.
- 6 Who is on the selection committee for the awards made under your program, including names of current committee members, criteria for committee membership, and the method of replacing committee members?
- 7 Are relatives of members of the selection committee, or of your officers, directors, or **substantial contributors** eligible for awards made under your program? If "Yes," what measures are taken to ensure unbiased selections? Yes No
- Note.** If you are a private foundation, you are not permitted to provide educational grants to **disqualified persons**. Disqualified persons include your substantial contributors and foundation managers and certain family members of disqualified persons.

Section II *Private foundations complete lines 1a through 4f of this section. Public charities do not complete this section.*

- 1a If we determine that you are a private foundation, do you want this application to be considered as a request for advance approval of grant making procedures? Yes No N/A
- b For which section(s) do you wish to be considered?
- 4945(g)(1)—Scholarship or fellowship grant to an individual for study at an educational institution
 - 4945(g)(3)—Other grants, including loans, to an individual for travel, study, or other similar purposes, to enhance a particular skill of the grantee or to produce a specific product
- 2 Do you represent that you will (1) arrange to receive and review grantee reports annually and upon completion of the purpose for which the grant was awarded, (2) investigate diversions of funds from their intended purposes, and (3) take all reasonable and appropriate steps to recover diverted funds, ensure other grant funds held by a grantee are used for their intended purposes, and withhold further payments to grantees until you obtain grantees' assurances that future diversions will not occur and that grantees will take extraordinary precautions to prevent future diversions from occurring? Yes No
- 3 Do you represent that you will maintain all records relating to individual grants, including information obtained to evaluate grantees, identify whether a grantee is a disqualified person, establish the amount and purpose of each grant, and establish that you undertook the supervision and investigation of grants described in line 2? Yes No

Schedule H. Organizations Providing Scholarships, Fellowships, Educational Loans, or Other Educational Grants to Individuals and Private Foundations Requesting Advance Approval of Individual Grant Procedures (Continued)

Section II Private foundations complete lines 1a through 4f of this section. Public charities do not complete this section. (Continued)

- 4a Do you or will you award scholarships, fellowships, and educational loans to attend an educational institution based on the status of an individual being an *employee of a particular employer*? If "Yes," complete lines 4b through 4f. Yes No

- b Will you comply with the seven conditions and either the percentage tests or facts and circumstances test for scholarships, fellowships, and educational loans to attend an educational institution as set forth in Revenue Procedures 76-47, 1976-2 C.B. 670, and 80-39, 1980-2 C.B. 772, which apply to inducement, selection committee, eligibility requirements, objective basis of selection, employment, course of study, and other objectives? (See lines 4c, 4d, and 4e, regarding the percentage tests.) Yes No

- c Do you or will you provide scholarships, fellowships, or educational loans to attend an educational institution to employees of a particular employer? Yes No N/A
 If "Yes," will you award grants to 10% or fewer of the eligible applicants who were actually considered by the selection committee in selecting recipients of grants in that year as provided by Revenue Procedures 76-47 and 80-39? Yes No

- d Do you provide scholarships, fellowships, or educational loans to attend an educational institution to children of employees of a particular employer? Yes No N/A
 If "Yes," will you award grants to 25% or fewer of the eligible applicants who were actually considered by the selection committee in selecting recipients of grants in that year as provided by Revenue Procedures 76-47 and 80-39? If "No," go to line 4e. Yes No

- e If you provide scholarships, fellowships, or educational loans to attend an educational institution to children of employees of a particular employer, will you award grants to 10% or fewer of the number of employees' children who can be shown to be eligible for grants (whether or not they submitted an application) in that year, as provided by Revenue Procedures 76-47 and 80-39? Yes No N/A

 If "Yes," describe how you will determine who can be shown to be eligible for grants without submitting an application, such as by obtaining written statements or other information about the expectations of employees' children to attend an educational institution. If "No," go to line 4f.

- Note.** Statistical or sampling techniques are not acceptable. See Revenue Procedure 85-51, 1985-2 C.B. 717, for additional information.

- f If you provide scholarships, fellowships, or educational loans to attend an educational institution to *children of employees of a particular employer* without regard to either the 25% limitation described in line 4d, or the 10% limitation described in line 4e, will you award grants based on facts and circumstances that demonstrate that the grants will not be considered compensation for past, present, or future services or otherwise provide a significant benefit to the particular employer? If "Yes," describe the facts and circumstances that you believe will demonstrate that the grants are neither compensatory nor a significant benefit to the particular employer. In your explanation, describe why you cannot satisfy either the 25% test described in line 4d or the 10% test described in line 4e. Yes No

Form 1023 Checklist

(Revised June 2006)

Application for Recognition of Exemption under Section 501(c)(3) of the Internal Revenue Code

Note. Retain a copy of the completed Form 1023 in your permanent records. Refer to the General Instructions regarding Public Inspection of approved applications.

Check each box to finish your application (Form 1023). Send this completed Checklist with your filled-in application. If you have not answered all the items below, your application may be returned to you as incomplete.

- Assemble the application and materials in this order:
- Form 1023 Checklist
 - Form 2848, *Power of Attorney and Declaration of Representative* (if filing)
 - Form 8821, *Tax Information Authorization* (if filing)
 - Expedite request (if requesting)
 - Application (Form 1023 and Schedules A through H, as required)
 - Articles of organization
 - Amendments to articles of organization in chronological order
 - Bylaws or other rules of operation and amendments
 - Documentation of nondiscriminatory policy for schools, as required by Schedule B
 - Form 5768, *Election/Revocation of Election by an Eligible Section 501(c)(3) Organization To Make Expenditures To Influence Legislation* (if filing)
 - All other attachments, including explanations, financial data, and printed materials or publications. Label each page with name and EIN.
- User fee payment placed in envelope on top of checklist. DO NOT STAPLE or otherwise attach your check or money order to your application. Instead, just place it in the envelope.
- Employer Identification Number (EIN)
- Completed Parts I through XI of the application, including any requested information and any required Schedules A through H.
- You must provide specific details about your past, present, and planned activities.
 - Generalizations or failure to answer questions in the Form 1023 application will prevent us from recognizing you as tax exempt.
 - Describe your purposes and proposed activities in specific easily understood terms.
 - Financial information should correspond with proposed activities.
- Schedules. Submit only those schedules that apply to you and check either "Yes" or "No" below.
- | | | | |
|------------|--|------------|--|
| Schedule A | Yes ___ No <input checked="" type="checkbox"/> | Schedule E | Yes ___ No <input checked="" type="checkbox"/> |
| Schedule B | Yes ___ No <input checked="" type="checkbox"/> | Schedule F | Yes ___ No <input checked="" type="checkbox"/> |
| Schedule C | Yes ___ No <input checked="" type="checkbox"/> | Schedule G | Yes ___ No <input checked="" type="checkbox"/> |
| Schedule D | Yes ___ No <input checked="" type="checkbox"/> | Schedule H | Yes ___ No <input checked="" type="checkbox"/> |

- An exact copy of your complete articles of organization (creating document). Absence of the proper purpose and dissolution clauses is the number one reason for delays in the issuance of determination letters.
 - Location of Purpose Clause from Part III, line 1 (Page, Article and Paragraph Number) Page 1, Article II
 - Location of Dissolution Clause from Part III, line 2b or 2c (Page, Article and Paragraph Number) or by operation of state law of Michigan
- Signature of an officer, director, trustee, or other official who is authorized to sign the application.
 - Signature at Part XI of Form 1023.
- Your name on the application must be the same as your legal name as it appears in your articles of organization.

Send completed Form 1023, user fee payment, and all other required information, to:

Internal Revenue Service
P.O. Box 192
Covington, KY 41012-0192

If you are using express mail or a delivery service, send Form 1023, user fee payment, and attachments to:

Internal Revenue Service
201 West Rivercenter Blvd.
Attn: Extracting Stop 312
Covington, KY 41011

Troy Fire Station Six Benevolent Fund

Board Meeting Minutes

April 3, 2014

Called to order by President Lagarde Jr at 7:45pm

Board Attendance: Joe Lagarde Jr, Tom Schramski, Daryl Klinko, Todd Dudzinski, Karen Lawson

Additional Attendance: Marcia Schramski, Joe McKay

General Business: Board Members agreed to officers as follows (effective from Jan 1, 2014):

- President: Joe Lagarde, Jr
- Vice President: Tom Schramski
- Treasurer: Daryl Klinko
- Secretary: Todd Dudzinski

Terms of Office

- | | |
|--------------------------------|------------------|
| -President: Joe Lagarde, Jr | 1-1-13 to 1-1-15 |
| -Vice President: Tom Schramski | 1-1-14 to 1-1-16 |
| -Treasurer: Daryl Klinko | 1-1-13 to 1-1-15 |
| -Secretary: Todd Dudzinski | 1-1-14 to 1-1-16 |
| -Karen Lawson | 1-1-13 to 1-1-15 |

Treasurer Report

- Klinko advises a current account balance of \$4,381.83 as of March 31, 2014
- An amount of \$431.80 from CPK deposited in January of 2014.
- No activity reported within the account in February or March 2014.

Children's Christmas

- The 2013 Children's Christmas Party spent less than \$3,000, but also had less than 30 children attend.
- This indicates that our current account balance should be able to support the 2014 Children's Party cost.

Fundraising Ideas

- As previously discussed, we would like to do a Euchre Tournament Fundraiser of our own this fall. Lawson will check with the K of C hall for available dates. The preferred date is Saturday, October 11; back up date is Saturday, October 18. This topic will be discussed at the next fire station 6 dinner meeting in hopes of gaining more personnel to help with making it happen.
- We will talk with Walmart about getting more funding directly from their store.
- Klinko will begin the long process of having the benevolent fund participate in "Charity Poker" at Big Beaver Tavern. Paper work needs to be filed with the state and city before a date can be selected.

Additional Items

- Treasurer Klinko will file the appropriate 990-N yearly tax forms for 2013 with the IRS
- Klinko proposes we change the name of the benevolent fund to simplify it and avoid confusion. All board members agree. Upon motion made and a vote of five to zero, the new name will be "Troy Firefighters Community Fund". Klinko will begin the process to change the name with the IRS and State of Michigan

Meeting closes at 8:34pm

**CONSTITUTION AND BYLAWS of the
Troy Fire Station Six Benevolent Fund
Incorporation date May 14, 2012**

**Amendment Number 1
April 3, 2014**

ARTICLE 1 Name

The Organization will change its name to:

Troy Firefighter's Community Fund

CONSTITUTION AND BYLAWS of the Troy Fire Station Six Benevolent Fund Incorporation date May 14, 2012

ARTICLE 1 Name

This Organization shall be the **Troy Fire Station Six Benevolent Fund**

ARTICLE 2 Objectives

Section 1

The Troy Fire Station Six Benevolent Fund is organized exclusively for charitable purposes, including the promotion and coordination of the charitable efforts of its members and the making of distributions to non-profit organizations

Section 2

The objective of this Troy Fire Station Six Benevolent Fund, a non-profit organization, shall be to raise funds for charity giving to organizations supporting the community and overall goodwill for people.

ARTICLE 3 Membership

Section 1

Active and retired members of Troy Fire Station Six will all be included.

ARTICLE 4 Officers - Board of Directors

Section 1

The Officers shall consist of a President, Vice President, Secretary, and a Treasurer. The Directors will appoint these four Officers.

*President Joe LaGarde Jr., Vice President Rick Leach, Secretary Todd Dudzinski, Treasurer Daryl Klinko, Board member Karen Lawson
Initial terms, LaGarde Jr., Dudzinski, Lawson, expiring 12-31-13
Initial terms, Leach, Klinko, expiring 12-31-12*

Section 2

The Board will consist of five (5) members.

Three (3) members of the Board will be elected in odd years and two (2) members in even years.

All terms will be for two (2) years.

The initial Board will be from May 2012 to December 31, 2012, with two (2) seats available and three (3) seats from May 2012 to December 2013. Thereafter at the Annual meeting in:

2012 2 seats

2013 3 seats

2014 2 seats

2015 3 seats

2016 2 seats

All seats will be voted by ballot at the annual meeting of fund members. The Board will elect a President and Vice President from the Board members. Majority vote of members in attendance will determine the election outcome. All positions will serve without compensation.

Section 3

In case of a vacancy in any office, the Board of Directors may elect a member of the fund to fill the office for the non-expired term, voting thereon by ballot.

Section 4

All resignations from the Board of Directors shall be verified by the President and reported to the board immediately

Section 5

No contract, transaction or act shall be taken on behalf of the organization if such contract, transaction or act is a prohibited transaction, or would result in the denial of a tax exemption under Section 501 (c)(3) of the Internal Revenue Code of 1986 and its regulations as they now exist or they may hereafter be amended. No person or other entity dealing with the directors or officers shall be obligated to inquire into the authority of the directors and officers to enter into and consummate any contract, transaction, or take any other action.

ARTICLE 5 Meetings

Section 1

Meetings of the fund shall be held on a regular basis during the year, which runs January 1st through December 31st.

Section 2

A quorum of ½ the Board of Directors is needed to be present to constitute an official monthly meeting.

Section 3

When a meeting is officially constituted, all voting, except votes pertaining to the Constitution & Bylaws, requires a simple majority of fund members present to pass.

Section 4

An annual election meeting shall be held in the last quarter of the Administration.

ARTICLE 6 Amendments

Section 1

The Constitution and bylaws of this fund may be amended by a majority vote of the Board of Directors.

Section 2

Amendments to the Constitution and bylaws will take effect immediately upon an approval vote.

ARTICLE 7 Duties of the Officers

Section 1

The regular term of office of all Officers for the Fiscal Year shall commence on the 1st of January and end on the 31st of December.

Section 2

The duties of the Officers shall be such as are implied by their respective titles, and such as are specified by these bylaws.

Section 3

The President shall appoint all non-elected Board Member positions as defined in Article 4 of the bylaws.

Section 4

The President shall preside at all meetings of this fund. In the absence of the President, it shall be the duty of the Vice President to preside. In the event of the absence of both President and Vice President, the Board shall elect a presiding Board meeting to run the meeting.

Section 5

The Treasurer shall receive all bank statements from the bank, and review them with the Board.

Section 6

The Vice President shall, in the absence of the President, perform the duties of that Office.

Section 7

It shall be the duty of the Secretary to send proper notices of all meetings to the Board of Directors and to keep the minutes of each meeting.

Section 8

It shall be the duty of the Treasurer to ensure that all monies due the fund are collected and cared for, and all bills owed by the fund are paid. All disbursements must have the review of the Board of Directors. It shall be the duty of the Treasurer to maintain, as a minimum, the books and records of accounts shown below so that the financial operations of the club may be correctly reflected at all times.

Special Activities - Separate Account for Each Event

Each account should be charged with all expenses/costs attributed to the event/supplier and credited with all monies received from it. Each Chairperson will promptly turn over to the Treasurer all invoices and cash receipts applying to the particular activity.

It is the Treasurer's responsibility to check (before payment) all invoices for evidence of receipt of material, extensions, trade discounts, cash discounts, sales tax, etc. It is the Treasurer's responsibility to insure all sales tax liabilities are paid and all necessary tax returns and financial forms are completed and filed. It should be stressed that all cash receipts must be deposited in the bank. The following records should be preserved in a separate folder for internal financial review and/or audit as authorized by the Board of Directors:

1. Approved invoices, or receipted vouchers if payments are made by cash, expense reports, check authorizations, bank statements and canceled checks, notes receivable if purchased and on hand, savings account passbook.
2. Any other records pertinent to activities

Section 9

All Officers upon leaving office shall deliver to the President all monies, accounts, records, books, papers, or other property belonging to the fund

ARTICLE 8 Elections

Section 1

Nominations for the election of Officers shall be presented to the fund by a nominating committee at least 30 days, but not more than 90 days, prior to the date of the election. The nomination committee shall consist of at least three (3) members of the fund. This committee shall submit names for each open seat, two in odd years and three (3) in even years. In selecting candidates for elected offices; the nomination committee is encouraged to give consideration to members who have served the fund in some active capacity.

Section 2

Ballot counters to officiate at the annual election shall be appointed by the President.

Section 3

A member of the Board of Directors, shall be present at the time the election returns are tallied to validate the results.

ARTICLE 9 Board of Directors

The Board of Directors shall have general charge of the affairs, funds, and property of the fund, and shall have full power to make and amend rules for their own government as defined in Article 6 of the Constitution.

ARTICLE 10 Policy of Charitable Contributions

Section 1

All appeals to the Troy Fire Station Six Benevolent Fund for Charitable Contributions will be directed to the Board of Directors.

ARTICLE 11 Financial Audit

The Vice President shall see that the prior years financial records are reviewed.

ARTICLE 12 Organization Dissolution

Section 1

No director, officer, employee of, or member of a committee, or person connected with the organization, or any other private individual shall receive at any time any of the net earnings or pecuniary profit derived from the operation of the organization, or from any other assets or property of the organization, provided that this shall not prevent the payment of reasonable compensation to any person for services rendered to or for the organization affecting one or more of its purposes, and no such person or persons shall have any right, title or interest in any of the organization's assets or property or be entitled to share in the distribution of any of the organization's assets on the dissolution of the organization. All directors of the organization shall be deemed to have expressly consented and agreed that upon such dissolution or winding up of the affairs of the organization, whether voluntary or involuntary, the assets of the organization, after all debts have been satisfied, then remaining under control of the Board of Directors, shall be distributed in such amounts as the Board of Directors may determine exclusively to charitable, religious, scientific, testing for public safety, literary or educational organizations which at that time qualify as an exempt organization or organizations under Section 501(c)(3) of the Internal Revenue Code of 1986 and its regulations as they now exist, or as they may be amended.

New Name >>>>>> Troy Firefighter's Community Fund
 old name Troy Fire Station Six Benevolent Fund

2012				CASH
Income	Charity ball ticket sales	\$7,689		
	Donations Charity Ball	\$6,944		
	Kids Christmas	\$726		
		<u>\$15,359</u>	<u>\$15,359</u>	
Expense	Charity Ball food	\$6,362		
	Prizes, docorations, etc	\$2,761		
	Kids Christmas party gifts, food, pizza, etc	\$2,828		
		<u>\$11,951</u>	<u>\$11,951</u>	
Net proceeds, ending balance			<u>\$3,408</u>	<u>\$3,408</u>

2013		Starting Balance >>>>>>>>>>>>		CASH
				\$3,408
Income	Kid Christmas	donations	\$1,152	
		donations	\$2,423	
			<u>\$3,575</u>	<u>\$3,575</u>
Expense	Kids Christmas party gifts, food, pizza, etc		\$3,034	
			<u>\$3,034</u>	<u>\$3,034</u>
Net proceeds, ending balance				<u>\$541</u> <u>\$3,949</u>

2014		Starting Balance >>>>>>>>>>>>		CASH
				\$3,949
Income	Calif Pizza event	donations	\$432	
			<u>\$432</u>	<u>\$432</u>
Expense	Dinner Meeting & Legal		\$64	
	K of C deposit		\$100	
			<u>\$164</u>	<u>\$164</u>
Net proceeds, ending balance				<u>\$268</u> <u>\$4,217</u>



CITY COUNCIL ANNOUNCEMENT PUBLIC HEARING

Date: July 21, 2014

To: Brian Kischnick, City Manager

From: Tom Darling, Director of Financial Services
Nino Licari, City Assessor

Subject: Announcement of Public Hearings for Industrial Development District (IDD) and Industrial Facilities Exemption Certificate (IFEC) for Mahindra NA Technical Center, 1055 W. Square Lake

Background

Mahindra North American Technical Center, Inc., has renovated and occupied the property at 1055 W. Square Lake (the former Hi-Lex property). This is the technical center for the newly formed North American operations of Mahindra, a heavy machinery manufacturer from India. They are interested in entering the American automotive market.

The building has been vacant for several years, and is uniquely suited for their technical center. They have a five year lease, with options for additional years, or to purchase the property.

They have invested almost \$900,000 in equipment and renovations, and will be bringing over 80 jobs to the facility.

Late in 2013 they initiated the negotiations for the lease or purchase of the property. In January of 2014 they submitted a Letter of Intent to apply for tax abatement at the site.

They have applied to have an Industrial Development District established at the site so that they may apply for personal property tax abatement for a 5 year period. If granted, they will save approximately \$17,029.27 on their overall tax bill. Of that amount, \$5,692.99 would be City tax savings.

Recommendation

State law dictates that Public Hearings must be held for both the establishment of the District, and the granting of an abatement. The District must be established before any abatement can be given.

This memo serves as notification that these two Public Hearings will be held on August 11, 2014.

CITY OF TROY
PUBLIC HEARING

A Public Hearing will be held by and before the City Council of the City of Troy at City Hall, 500 W. Big Beaver, Troy, Michigan on Monday, August 11, 2014 at 7:30 P.M. to consider the establishment of an Industrial Development District (IDD) and the granting of an Industrial Facilities Exemption Certificate (IFEC) for Mahindra North American Technical Center, Inc., at the following location:

88-20-08-226-002 1055 W Square Lake, Troy, MI. 48098
T2N, R11E, Section 5 & 8

You may express your comments regarding this matter by writing to this office, or by attending the Public Hearing.

M. Aileen Bittner, City Clerk

NOTICE: *People with disabilities needing accommodations for effective participation in this meeting should contact the City Clerk by e-mail at clerk@ci.troy.mi.us or by calling (248) 524-3317 at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.*

TROY SCHOOL DISTRICT
Attn: MARK RAJTER
4400 LIVERNOIS
TROY MI 48098-4799

OAKLAND COMMUNITY COLLEGE
CLARENCE E BRANTLEY
2480 OPDYKE
BLOOMFIELD HILLS MI 48304-2266

OAKLAND INTERMEDIATE SCHLS
2111 PONTIAC LAKE
WATERFORD MI 48328

OAKLAND COUNTY PTA
1200 N TELEGRAPH Dept 479
PONTIAC MI 48341-0479

OAKLAND CO EQUALIZATION
Attn: DAVID HIEBER
250 ELIZABETH LAKE RD 1000 W
PONTIAC MI 48341

OAKLAND COUNTY ZOO AUTH'Y
1200 N TELEGRAPH Dept 479
PONTIAC MI 48341-0479

MAHINDRA NA
Attn: FREDERICK LAWS
1055 W SQUARE LAKE
TROY MI 48098

MAHINDRA NA
Attn: JEFFREY BLOHM
1055 W SQUARE LAKE
TROY MI 48098

M-1 Council Member Tietz: Referral Regarding HB 5317 and HB 5318Suggested Resolution

Resolution #2014-07-

Moved by

Seconded by

WHEREAS, On May 22, 2014, the Michigan House of Representatives passed HB 5317 (amendment to Safe Water Drinking Act) and 5318 (amendment to the Stille DeRossett Hale Single State Construction Code Act), which were tie barred; and

WHEREAS, On May 27, 2014, HB 5317 and HB 5318 were referred to the Senate Regulatory Reform Committee, and are pending at this time; and

WHEREAS, Under the current law and mandates of the MDEQ, residents and businesses of the City of Troy are now required to pay the costs for a licensed plumber to complete backflow testing once every three years, and these costs can be up to \$150.00 for each test; and

WHEREAS, The City of Troy acknowledges the critical need to prevent contamination of the water supply system, and recognizes that backflow testing is an important responsibility of every homeowner, and strongly encourages education about the protections provided with backflow testing; and

WHEREAS, The MDEQ's requirement to complete backflow testing once every three years is an unfunded mandate that is not clearly set forth in state statute, and the MDEQ has not demonstrated that this backflow testing frequency is required to prevent contamination of the water supply; and

WHEREAS, This unfunded mandate on local municipalities diverts tax dollars away from core city services, and testing every ten years, as detailed in HB 5317, may provide the same protections to the water supply;

NOW, THEREFORE, BE IT RESOLVED, The City Council of the City of Troy hereby **RECOMMENDS** the immediate passage of HB 5317 and HB 5318, and urges the Governor to immediately sign it upon presentation; and

BE IT FURTHER RESOLVED, That the City Clerk shall **FORWARD** copies of this resolution to State Senator John Pappageorge, State Representative Martin Howrylak, as well as Governor Snyder; and

BE IT FURTHER RESOLVED, That the City Council **URGES** Troy residents to learn about this issue and contact their legislators to express their opinions.

Yes:

No:

PERSONNEL BOARD MINUTES – Final**April 5, 2010**

A Regular Meeting of the Troy Personnel Board was held April 5, 2010, at City Hall, 500 W. Big Beaver Road. Chair Nelson called the meeting to order at 7:35 AM.

ROLL CALL:

PRESENT: Member Deborah L. Baughman
Member Ann M. Comiskey
Member Laurie G. Huber
Chair Albert T. Nelson, Jr.
Member Francis (Jack) Witt, III

ABSENT: None

ALSO PRESENT: A. John Szerlag, City Manager
John M. Lamerato, Assistant City Manager, Finance
Mark Miller, Acting Assistant City Manager, Economic Dev. Services
Peggy E. Sears, Human Resources Director
Tonni L. Bartholomew, City Clerk
Jeanette Menig, Human Resources Specialist
Greg Schultz, Roumell and Lange, PC (City Labor Attorney)

Approval of Minutes of July 2, 2008

Resolution PB-#2010-04-001

Moved by Huber

Seconded by Baughman

RESOLVED, That the Personnel Board hereby **APPROVES** the minutes of July 2, 2008 as presented.

Yes: All 5

No: None

MOTION CARRIED.

Old Business: None

New Business:

Proposed Revisions to Personnel Rules

Human Resources Director Sears gave an overview of the amendments to the Proposed Revisions to the Personnel Rules. She explained that the amendments are: to provide more flexibility during layoffs which will occur during the reorganization downsizing, and elimination of city services, eliminate the 7th day overtime provision, and clarify the conditions under which an employee can transfer to a different department.

Member Baughman questioned if the Library will be going to a 55 hour work week.

Assistant City Manager Lamerato noted the Budget document, prepared by City staff for City Council approval, takes into consideration the implementation of Option 1, and does show a library staffing reduction this upcoming budget year.

City Manager Szerlag specifically noted that Rules were modified due to the streamlining of City government. Current policy states all part-time employees must be laid off prior to the laying off of full-time employees. The proposed amendments will allow the city flexibility in continuing part-time positions as part of the operations while still eliminating full-time personnel in the areas being privatized, consolidated or eliminated.

Member Witt indicated that this will give the city flexibility to retain some of the full-time if they elect to fill the part-time positions.

Chairman Nelson questioned if the level of service of the library would be affected if their hours are being reduced to 55.

Ms. Sears indicated that there will definitely be an impact on the level of service.

Mr. Lamerato stated that as part of the Budget approval process, Council will formalize the recommendations presented by staff. He explained the process associated with Option 1 of the reorganization of the City of Troy.

Mr. Szerlag stated that there will be radical changes in how city government will operate. He noted that he is looking at every department for the possibility of consolidation, privatization. He indicated that an agreement to privatization of the entire Building Department is scheduled on tonight's City Council Agenda. The Agreement provides for the total elimination of the department.

Member Huber questioned if seniority is a consideration in the Rules.

Ms. Sears stated that seniority and qualifications are taken into consideration but only after it is determined which positions or functions are being eliminated.

Member Witt had three suggested modifications under VIII LAYOFFS AND RECALL:

- c. Insert the word "reasonably" after "When qualifications and documented performance are" in the second sentence. Additionally, at the end of the third sentence to add a semi-colon and "in which case, those with lesser skills, knowledge, and ability shall be first subject to layoff" after the semi-colon
- f. Move the first word "Eligible" after "employees" and insert "to retire". The item will read as "Employees eligible to retire..."

Member Baughman suggested an additional amendment to:

- e. Insert the word "pay" after "severance".

Vote on Proposed Revisions to Personnel Rules

PB-2010-04-002

Moved by Witt

Seconded by Huber

RESOLVED, That the Personnel Board hereby **APPROVES** the proposed language revision recommendations in the Personnel Rules, as modified.

Yes: All 5

No: None

MOTION CARRIED.

Adjournment:

The meeting **ADJOURNED** at 7:54 AM.

Deborah L. Baughman, Board Member

M. Aileen Bittner, City Clerk

ELECTION COMMISSION MINUTES – Final**September 26, 2013**

A meeting of the Troy Election Commission was held September 26, 2013, at City Hall, 500 W. Big Beaver Road. City Clerk Bittner called the Meeting to order at 8:00 AM.

Roll Call:

PRESENT: David C. Anderson, M. Aileen Bittner – City Clerk, Timothy Dewan

Approval of Minutes

Resolution #EC-2013-09-008

Moved by Dewan

Seconded by Anderson

RESOLVED, That the following Minutes are **APPROVED** as submitted:

Election Commission Meeting – September 9, 2013

Yes: Anderson, Bittner, Dewan

No: None

MOTION CARRIED

Approval of Election Inspector Assignments – November 5, 2013 General Election

Resolution # EC-2013-09-009

Motion by Anderson

Seconded by Dewan

RESOLVED, That Election Inspectors be **APPOINTED** for the November 5, 2013 General Election, as presented by the City Clerk.

BE IT FURTHER RESOLVED, That the City Clerk is hereby **AUTHORIZED** to make emergency appointments of Election Inspectors as needed.

Yes: Bittner, Dewan, Anderson

No: None

MOTION CARRIED

Adjournment:

The meeting was adjourned at 8:02 AM.

M. Aileen Bittner, CMC
City Clerk

A Meeting of the Civil Service Commission (Act 78) was held Thursday, March 13, 2014 at Troy City Hall, 500 W. Big Beaver Road in the Lower Level Conference Room. Chairman/President McGinnis called the meeting to order at 7:30 AM.

A. ROLL CALL:

PRESENT: Chairman/President Donald E. McGinnis, Jr.
Commissioner David Cannon

ALSO PRESENT: Lori Grigg Bluhm, City Attorney
M. Aileen Bittner, City Clerk
Gary Mayer, Police Chief
Thomas Gordon, Police Lieutenant
Jeanette Menig, Human Resources Director
Brooke Insana, Human Resources Coordinator
John Higgins, President of EMPCO, Inc.

B. APPROVAL OF MINUTES:

1. Approval of Minutes of September 11, 2012

Resolution #CSC-2014-03-001
Moved by Cannon
Seconded by McGinnis

RESOLVED, That the Troy Civil Service Commission (Act 78) hereby **APPROVES** the Minutes of the Tuesday, September 11, 2012 meeting as presented.

Yes: Cannon, McGinnis
No: None
Absent: Steele

MOTION CARRIED

C. PETITIONS AND COMMUNICATIONS: None

D. REPORTS: None

E. OLD BUSINESS: None

F. NEW BUSINESS:

1. Approval of Job Qualifications, Posting and Test Battery for Recruitment of Police Officer

Suggested Resolution
Resolution #CSC-2014-03-002
Moved by Cannon

Seconded by McGinnis

RESOLVED, That the Civil Service Commission (Act 78) hereby **APPROVES** the job qualifications, the posting and the test battery for the recruitment of Police Officer as **PRESENTED**.

Yes: McGinnis, Cannon

No: None

Absent: Steele

2. Approval of Job Qualifications, Posting and Test Battery for Recruitment of Police Sergeant

Human Resources Director Menig and Chief Mayer highlighted the revisions to the posting and qualifications.

Suggested Resolution

Resolution #CSC-2014-03-003

Moved by Cannon

Seconded by McGinnis

RESOLVED, That the Civil Service Commission (Act 78) hereby **APPROVES** the job qualifications, the posting and the test battery for the recruitment of Police Sergeant as **PRESENTED**.

Yes: Cannon, McGinnis

No: None

Absent: Steele

PUBLIC COMMENT: None

G. ADJOURNMENT:

The Civil Service Commission (Act 78) meeting **ADJOURNED** at 7:38 AM.

Donald E. McGinnis, Jr., Chairman

M. Aileen Bittner, City Clerk

Chair Dziurman called the Regular meeting of the Building Code Board of Appeals to order at 3:00 p.m. on June 4, 2014 in the Lower Level Conference Room of the Troy City Hall.

1. ROLL CALL

Members Present:

Theodore Dziurman, Chair
Gary Abitheira
Teresa Brooks
Michael Carolan

Absent:

Brian Kischnick

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: Carolan
Support by: Brooks

RESOLVED, To approve the minutes of the May 7, 2014 Regular meeting as submitted.

Yeas: All present (4)
Absent: Kischnick

MOTION CARRIED

3. HEARING OF CASES

A. **VARIANCE REQUEST, SCOTT N. SCHUMAKER, 3216 ADAMS** – This property is a double front corner lot. As such, it has required front setbacks along both Adams and Newgate. The petitioner is requesting a variance to install a 6' high privacy fence in the required front setback along Newgate where the City Code limits the height of fences to 30".

Mr. Grusnick reviewed the variance request. He reported the department received no responses to the public hearing notices. Mr. Grusnick said it appears the existing fence along Upton is located in the City right of way and informed the Board the applicant would have to relocate the fence off the right of way should the variance be granted.

The applicant, Scott Schumaker, said the existing fence is in disrepair. Mr. Schumaker said the new fence would be installed in the same location and indicated a privacy fence would provide safety and security for his children and dog.

There was discussion on:

- Historical data of property as relates to existing fence.
- Fence perimeter does not enclose house.
- Specifications as relates to a non-conforming fence.
- Required 25-foot corner clearance in place with existing fence.
- Characteristics of property as relates to double front corner lot and adjacent church.

Chair Dziurman opened the floor for public comment. Acknowledging there was no one present to speak, the floor was closed.

Moved by: Abitheira
Support by: Carolan

RESOLVED, To grant the variance request as submitted to replace the existing fence with a 6' high privacy fence in the same location as the existing fence except where it is on City right of way (along Upton), for the following reason:

1. The petitioner has a hardship or practical difficulty resulting from the unusual characteristics of the property that precludes reasonable use of the property.

Yeas: All present (4)
Absent: Kischnick

MOTION CARRIED

4. COMMUNICATIONS

None.

5. PUBLIC COMMENT

None.

6. MISCELLANEOUS BUSINESS

None.

7. ADJOURNMENT

The Regular meeting of the Building Code Board of Appeals adjourned at 3:15 p.m.

Respectfully submitted,

Theodore Dziurman, Chair

Kathy L. Czarnecki, Recording Secretary

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Chair Dziurman called the Regular meeting of the Building Code Board of Appeals to order at 3:00 p.m. on June 4, 2014 in the Lower Level Conference Room of the Troy City Hall.

1. ROLL CALL

Members Present:

Theodore Dziurman, Chair
Gary Abitheira
Teresa Brooks
Michael Carolan

Absent:

Brian Kischnick

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: Carolan
Support by: Brooks

RESOLVED, To approve the minutes of the May 7, 2014 Regular meeting as submitted.

Yeas: All present (4)
Absent: Kischnick

MOTION CARRIED

3. HEARING OF CASES

A. **VARIANCE REQUEST, SCOTT N. SCHUMAKER, 3216 ADAMS** – This property is a double front corner lot. As such, it has required front setbacks along both Adams and Newgate. The petitioner is requesting a variance to install a 6' high privacy fence in the required front setback along Newgate where the City Code limits the height of fences to 30".

Mr. Grusnick reviewed the variance request. He reported the department received no responses to the public hearing notices. Mr. Grusnick said it appears the existing fence along Upton is located in the City right of way and informed the Board the applicant would have to relocate the fence off the right of way should the variance be granted.

The applicant, Scott Schumaker, said the existing fence is in disrepair. Mr. Schumaker said the new fence would be installed in the same location and indicated a privacy fence would provide safety and security for his children and dog.

There was discussion on:

- Historical data of property as relates to existing fence.
- Fence perimeter does not enclose house.
- Specifications as relates to a non-conforming fence.
- Required 25-foot corner clearance in place with existing fence.
- Characteristics of property as relates to double front corner lot and adjacent church.

Chair Dziurman opened the floor for public comment. Acknowledging there was no one present to speak, the floor was closed.

Moved by: Abitheira
Support by: Carolan

RESOLVED, To grant the variance request as submitted to replace the existing fence with a 6’ high privacy fence in the same location as the existing fence except where it is on City right of way (along Upton), for the following reason:

1. The petitioner has a hardship or practical difficulty resulting from the unusual characteristics of the property that precludes reasonable use of the property.

Yeas: All present (4)
Absent: Kischnick

MOTION CARRIED

4. COMMUNICATIONS

None.

5. PUBLIC COMMENT

None.

6. MISCELLANEOUS BUSINESS

None.

7. ADJOURNMENT

The Regular meeting of the Building Code Board of Appeals adjourned at 3:15 p.m.

Respectfully submitted,

Theodore Dziurman, Chair

Kathy L. Czarnecki, Recording Secretary

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A Meeting of the Civil Service Commission (Act 78) was held Thursday, June 26, 2014 at Troy City Hall, 500 W. Big Beaver Road in the Lower Level Conference Room. Chairman/President McGinnis called the meeting to order at 4:00 PM.

A. ROLL CALL:

PRESENT: Chairman/President Donald E. McGinnis, Jr.
Commissioner David Cannon
Commissioner John Steele

ALSO PRESENT: Lori Grigg Bluhm, City Attorney
Cheryl Stewart, Administrative Aide, City Clerk's Office
Gary Mayer, Police Chief
Thomas Gordon, Police Lieutenant
Jeanette Menig, Human Resources Director
Brooke Insana, Human Resources Coordinator
Lynne Lambert, Human Resources Coordinator
Andrew Satterfield, Police Sergeant
Jonathan Sollars, Communications Supervisor
Michael Geise, Police Officer, TPOA President

B. APPROVAL OF MINUTES:

1. Approval of Minutes of Thursday, March 13, 2014

Resolution #CSC-2014-06-004
Moved by Cannon
Seconded by Steele

RESOLVED, That the Troy Civil Service Commission (Act 78) hereby **APPROVES** the Minutes of the Thursday, March 13, 2014, meeting as presented.

Yes: All-3
No: None

MOTION CARRIED

C. PETITIONS AND COMMUNICATIONS: None

D. REPORTS: None

E. OLD BUSINESS: None

F. NEW BUSINESS:

1. Police Sergeant Promotional Written Exam Cut Score

Moved by Cannon
Seconded by Steele

WHEREAS, On March 13, 2014, the Act 78 Civil Service Commission approved the posting seeking Police Sergeant candidates for the City of Troy; and

WHEREAS, Due to the expected number of candidates, this posting was modified from previous postings to require a minimum passing score of 80 on the written examination before candidates could continue to the assessment center; and

WHEREAS, Subsequent to the approval of the police sergeant posting, City Administration has expressed a desire to return to the previous practice of requiring a minimum score of 70 on the written examination, and the Troy Act 78 Civil Service Commission is in agreement with this modification which is intended to provide a broader candidate pool for the anticipated upcoming vacancies.

NOW, THEREFORE, BE IT RESOLVED, That effective immediately for police sergeant candidate eligibility, the Act 78 Civil Service Commission **AGREES** that all police sergeant candidates receiving a minimum score of 70 on the written test, and who successfully meet all other police officer posting requirements **SHALL HAVE** an opportunity to participate in the assessment center evaluation.

Discussion:

Jeanette Menig, Human Resources Director, reviewed the Commission's decision at the last meeting to approve the posting for Police Sergeant and modify the cut score from 70% to 80% due to the volume of candidates expected to score above 80%. After EMPCO conducted the testing, only one candidate qualified to move forward in the process. The resolution before the Commission requests that the cut score be reduced to 70% rather than going through another recruitment process.

City Attorney Bluhm indicated that there are currently two sergeant openings to be filled. If this resolution fails, then another recruitment process will be necessary. Future job postings will reflect the 70% cut score. The resolution before the Commission today, if rejected, would result in the qualified candidate moving to the assessment phase. The test score will still be weighed in the final score.

Commissioner Cannon commented on the potential for one qualified candidate to grieve the process if this resolution passes.

Mrs. Menig explained the review process where candidates can appeal questions. EMPCO will conduct the appeal process, as part of the normal procedure, which may result in additional qualified candidates.

Police Lieutenant Gordon explained that cost is a factor at \$2,808 for the written exam for 14 candidates. For one candidate to go through the assessment the cost is \$6,750. All six candidates would cost a total of \$9,800 for assessments.

Officer Geise, President of the Troy Police Officers Association, stated that he believes the test needs to be reviewed and that the candidate who scored over 80%. should be allowed to continue to the assessment center.

The meeting **RECESSED** at 4:27 PM.

The meeting **RECONVENED** at 4:31 PM.

Chief Mayer, on behalf of City Administration, requested that the current resolution be withdrawn.

Lieutenant Gordon indicated that on July 2nd, candidates will have the opportunity to review the written test, and challenge questions and answers, which may result in more scores above 80%.

Chief Mayer stressed the importance of having employees and candidates believe the process is fair.

Officer Geise requested that Chief Mayer review the written questions in the future.

Chief Mayer committed to doing the review for future tests.

Motion to Take No Action on Item #1 Police Sergeant Promotional Written Exam Cut Score

Resolution #CSC-2014-06-005

Moved by McGinnis

Seconded by Cannon

RESOLVED, That the Civil Service Commission (Act 78) hereby **TAKES NO ACTION** on *Item #1 Police Sergeant Promotional Written Exam Cut Score*

Yes: All-3

No: None

MOTION CARRIED

2. Appeal of Wording in Police Officer Posting

Resolution #CSC-2014-06-006

Moved by Cannon

Seconded by Steele

WHEREAS, On March 13, 2014, the Act 78 Civil Service Commission approved the posting seeking Police Officer candidates for the City of Troy; and

WHEREAS, This posting provided that “*Current City of Troy Police Service Aides successfully meeting all other requirements and who have received a satisfactory score on their most recent performance evaluation will be sent to the police academy if required;*” and

WHEREAS, Subsequent to the approval of the police officer posting, a current City of Troy Communications Supervisor expressed a desire to be considered for a Police Officer position, and even though the Communications Supervisor has been satisfactorily employed with the Troy Police Department, the Communications Supervisor is not technically considered a “Police Service Aide,” and therefore would not be eligible for consideration prior to attendance at the police academy; and

WHEREAS, The Act 78 Civil Service Commission believes that the Police Service Aide provision was intended to provide current Troy Police Department employees with an opportunity to be considered for police officer positions within the department.

NOW, THEREFORE, BE IT RESOLVED, That effective immediately for police officer candidate eligibility, the Act 78 Civil Service Commission **AGREES** that any current City of Troy Police Department full time employee who meets the minimum score on the written test, and who successfully meets all other police officer posting requirements and has received a satisfactory score on their most recent performance evaluation, **SHALL HAVE** an opportunity to be sent to the police academy after the application, if required.

Yes: All-3

No: None

MOTION CARRIED

PUBLIC COMMENT: None

G. ADJOURNMENT:

The Civil Service Commission (Act 78) meeting **ADJOURNED** at 4:45 PM.

Donald E. McGinnis, Jr., Chairman

Cheryl Stewart, Administrative Aide

A meeting of the Troy Election Commission was held June 30, 2014, at City Hall, 500 W. Big Beaver Road. City Clerk Bittner called the Meeting to order at 8:00 AM.

Roll Call:

PRESENT: David C. Anderson, M. Aileen Bittner – City Clerk

Approval of Minutes

Resolution #EC-2014-06-001

Moved by Anderson

Seconded by Bittner

RESOLVED, That the following Minutes are **APPROVED** as submitted:

Election Commission Meeting – September 26, 2013

Yes: Anderson, Bittner

No: None

Absent: Dewan

MOTION CARRIED

Approval of Election Inspector Assignments – August 5, 2014 Primary Election

Resolution # EC-2014-06-002

Moved by Anderson

Seconded by Bittner

RESOLVED, That Election Inspectors be **APPOINTED** for the August 5, 2014 Primary Election, as presented by the City Clerk.

BE IT FURTHER RESOLVED, That the City Clerk is hereby **AUTHORIZED** to make emergency appointments as necessary.

Yes: Anderson, Bittner

No: None

Absent: Dewan

MOTION CARRIED

Authorization to Conduct Testing for the August 5, 2014 Primary Election

Resolution # EC-2014-06-003

Moved by Anderson

Seconded by Bittner

RESOLVED, That the Election Commission hereby **AUTHORIZES** the City Clerk to conduct preliminary and public tests of the programming, equipment and ballots on behalf of the Election Commission for the August 5, 2014 Primary Election.

Yes: Anderson, Bittner
No: None
Absent: Dewan

MOTION CARRIED

Adjournment:

The meeting was adjourned at 8:03 AM.

M. Aileen Bittner, CMC, CMMC
City Clerk

A Regular Meeting of the Troy Personnel Board was held July 1, 2014, at City Hall, 500 W. Big Beaver Road. City Clerk Bittner called the meeting to order at 8:38 AM.

ROLL CALL:

PRESENT: Member Edna Abraham
Member Deborah Baughman
Member P. Terry Knight
Member Lorraine New

ABSENT: Member Michael Rosenberg

ALSO PRESENT: Brian Kischnick, City Manager
Tom Darling, Director of Financial Services
Mark Miller, Economic & Community Development Director
Jeanette Menig, Human Resources Director
Aileen Bittner, City Clerk
Brooke Insana, Human Resources Coordinator
Lynne Lambert, Human Resources Coordinator
Brenda Carter, Management Assistant

Appointment of Chairperson:

Resolution PB-2014-07-001

Moved by New

Seconded by Abraham

RESOLVED, That Members of the Troy Personnel Board hereby **APPOINT** Deborah Baughman to serve as Chair.

Yes: Abraham, Baughman, Knight, New

No: None

Absent: Rosenberg

MOTION CARRIED**Approval of Minutes of April 5, 2010**

Resolution PB-2014-07-002

Moved by Baughman

Seconded by New

RESOLVED, That the Personnel Board hereby **APPROVES** the minutes of April 5, 2010 as corrected.

Yes: Abraham, Baughman, Knight, New

No: None

Absent: Rosenberg

MOTION CARRIED

Old Business: None

New Business:

Proposed Revisions to Personnel Rules

Jeanette Menig, Human Resources Director, provided an overview of the proposed revisions to the Personnel Rules.

Chair Baughman asked if the City has adopted a cafeteria plan for healthcare coverage. Mrs. Menig answered that the City has had a cafeteria plan for many years.

Member Knight asked if there is a maximum for employee retirement contributions. Mrs. Menig answered that the maximum is 8%. Member Knight asked if the City matches retirement contributions. Mrs. Menig answered that the City provides matching contributions, but those amounts are not changing with these proposed revisions. Member Knight asked if the City participates in a Defined Benefit program. Mrs. Menig answered that the Defined Benefit program was eliminated for all new hires after January 1, 1998. As of January 1, 1998, all employees participate in the Defined Contribution program. There are currently only a few senior employees who are still participating in Defined Benefit.

Member New asked if employees had any recourse to appeal should they not receive a wage increase. Mrs. Menig answered that the employee would appeal through the department director.

Resolution to Approve Revisions to Personnel Rules

Resolution PB-2014-07-003

Moved by Abraham

Seconded by New

RESOVED, That the Personnel Board hereby **APPROVES** the proposed language revision recommendations in the Personnel Rules, as submitted.

Yes: Abraham, Baughman, Knight, New

No: None

Absent: Rosenberg

MOTION CARRIED**Proposed Revisions to the Classification Plan for Classified Employees:**

Mrs. Menig provided an overview of the revisions to the Classification Plan for Classified Employees.

Chair Baughman asked if these revisions required the approval of the unions. Mrs. Menig replied that Classified Employees are not union members.

Member Abraham asked why Grades 1 and 2 would be kept in the plan if there are no current employees in those grades. Mrs. Menig replied that those grades will be deleted.

Resolution to Approve Revisions to the Classification Plan for Classified Employees:

Resolution PB-2014-07-004
Moved by Abraham
Seconded by New

RESOLVED, That the Personnel Board hereby **APPROVES** the proposed revisions to the *Classification Plan for Classified Employees* as submitted.

Yes: Abraham, Baughman, Knight, New
No: None
Absent: Rosenberg

MOTION CARRIED

Adjournment:

The meeting **ADJOURNED** at 8:57 AM.

Deborah L. Baughman, Chair

M. Aileen Bittner, City Clerk

A Meeting of the Civil Service Commission (Act 78) was held Thursday, July 3, 2014 at Troy City Hall, 500 W. Big Beaver Road in the Lower Level Conference Room. Chairman/President McGinnis called the meeting to order at 7:30 AM.

A. ROLL CALL:

PRESENT: Chairman/President Donald E. McGinnis, Jr.
Commissioner David Cannon
Commissioner John Steele

ALSO PRESENT: Lori Grigg Bluhm, City Attorney
Aileen Bittner, City Clerk
Gary Mayer, Police Chief
Keith Frye, Police Captain
Thomas Gordon, Police Lieutenant
Jeanette Menig, Human Resources Director
Brooke Insana, Human Resources Coordinator
Andrew Satterfield, Police Sergeant

B. APPROVAL OF MINUTES:

1. Approval of Minutes of Thursday, June 26, 2014

Resolution #CSC-2014-07-007
Moved by Cannon
Seconded by Steele

RESOLVED, That the Troy Civil Service Commission (Act 78) hereby **APPROVES** the Minutes of the Thursday, June 26, 2014, meeting as corrected.

Yes: All-3
No: None

MOTION CARRIED

C. PETITIONS AND COMMUNICATIONS: None

D. REPORTS: None

E. OLD BUSINESS: None

F. NEW BUSINESS:

1. Approval of Eligible List for Police Officer

Resolution #CSC-2014-07-008

Moved by Cannon
Seconded by Steele

RESOLVED, That the Civil Service Commission (Act 78) hereby **APPROVES** the eligible list for Police Officer as **PRESENTED**.

Yes: All-3
No: None

MOTION CARRIED

PUBLIC COMMENT: None

G. ADJOURNMENT:

The Civil Service Commission (Act 78) meeting **ADJOURNED** at 7:34 AM.

Donald E. McGinnis, Jr., Chairman

Aileen Bittner, City Clerk

Chair Dziurman called the Regular meeting of the Building Code Board of Appeals to order at 3:00 p.m. on July 9, 2014 in the Lower Level Conference Room of the Troy City Hall.

1. ROLL CALL

Members Present:

Theodore Dziurman, Chair
Teresa Brooks
Michael Carolan
Brian Kischnick

Absent:

Gary Abitheira

Support Staff Present:

Mitch Grusnick, Building Official/Code Inspector
Kathy L. Czarnecki, Recording Secretary

Also Present:

Maggie Hughes, Management Assistant
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: Carolan
Support by: Brooks

RESOLVED, To approve the minutes of the June 4, 2014 Regular meeting as submitted.

Yeas: All present (4)
Absent: Abitheira

MOTION CARRIED

3. HEARING OF CASES

- A. **VARIANCE REQUEST, DAN HEILEMAN OF HEILEMAN SIGNS, 1814-1816 MAPLELAWN (Suburban Hyundai, Suburban Infiniti)** – The petitioner is requesting a variance to allow 5 ground signs where the sign code limits the site to 3 and to install a 475 square foot ground sign where code limits the size to 200 square foot: 1) the ground sign measuring 475 square feet in area will replace the existing “Hyundai” ground sign; 2) an additional 37 square foot ground sign; and 3) the continuance of an existing 12 square foot ground sign.

Mr. Grusnick reviewed the variance request. He reported the department received no responses to the public hearing notices. Mr. Grusnick specifically addressed calculations used for the proposed ground signs, the free-standing front entrance sign and the existing wall signage.

Tim Heileman of Heileman Signs said Hyundai is updating their image with a new logo. He addressed the proposed signs as relates to dimensions, setbacks, pole dressing and building design features.

Tim Leroy, Chief Financial Officer for Hyundai, was also present.

Mr. Carolan disclosed a family relation works for Suburban Collection. Board members agreed there was no conflict of interest.

There was discussion on:

- Pole dressing.
- Freestanding sign; “architectural structure”.
- Existing wall signage.
- Front entrance sign; distance from building.
- 12 square foot ground sign; no records of file, housecleaning measurement.
- Means of securing sign(s).

Chair Dziurman opened the floor for public comment. Acknowledging there was no one present to speak, the floor was closed.

Moved by: Carolan
Support by: Kischnick

RESOLVED, To grant the variance request as submitted, for the following reasons.

1. The variance would not be contrary to the public interest or general purpose and intent of Chapter 85; and
2. The variance does not adversely affect properties in the immediate vicinity of the proposed sign.

Yeas: All present (4)
Absent: Abitheira

MOTION CARRIED

- B. **VARIANCE REQUEST, JENNA AND MATT SADOWSKI, 1446 PEACHTREE** – This property is a double front corner lot. As such it has a required front setback along both Peachtree and Kings Point. A variance to install a 6 foot high privacy fence in the required front setback along Kings Point where City Code limits the height of fences to 48 inches high and non-obscuring at this location.

Mr. Grusnick reviewed the variance request and displayed photographs of the property. He reported one response to the public hearing notices was received. Mr. Grusnick said there would be no visual obstruction from the sidewalk should the Board grant the request to place the fence closer to the sidewalk. Mr. Grusnick indicated the applicant was issued a permit for the installation of a ground pool.

Jenna and Matt Sadowski circulated photographs of their property and existing privacy fences on corner lots within their neighborhood. They said the fence would be a high quality PVC material and similar in color to match the siding of their home. They said there were no objections from neighbors to whom they spoke and they could provide that in writing should the Board wish. The Sadowski's said the fence would provide the necessary privacy and safety for their family and dog and improve the appearance of their yard as well as provide additional yard area should the Board agree with placing the fence closer to the sidewalk. The Sadowski's addressed their intent to landscape in front of the fence.

Chair Dziurman opened the floor for public comment. Acknowledging there was no one present to speak, the floor was closed.

There was discussion on:

- Fence in relation to existing fence of neighbor to the south, distance to sidewalk.
- Setback requirements.
- Plantings/landscaping.
- Potential obstruction views.
- Letter in response to public notice; objections do not relate to dimensions or height of proposed fence.
- Subdivision bylaws.

Moved by: Carolan

Support by: Kischnick

RESOLVED, To grant the variance request with the following conditions:

1. Install the new fence in line with the wood fence on the adjacent property to the south, 10' 3" off the Kings Point public sidewalk.
2. Plantings to be placed outside of the fence.

Yeas: Carolan, Dziurman, Kischnick

Nays: Brooks

Absent: Abitheira

MOTION CARRIED

Ms. Brooks said she thinks the existing fence is conforming.

C. **VARIANCE REQUEST, BARBARA YOLLES FOR UNITED SHORE FINANCIAL SERVICES LLC, 1414 E MAPLE** – To allow the installation of a 585.36 square foot wall sign where the Sign Code allows only one wall sign. Variances were previously granted to allow the existing wall signs.

Mr. Grusnick reviewed the variance request. He reported the department received no responses to the public hearing notices. He indicated the request is basically to replace the existing 200 square foot wall sign with the new logo “U” symbol wall sign.

David Zacks, Barbara Yolles and Anthony Valentine of United Shore Financial Services (USFS) were present.

Mr. Zacks spoke about USFS’s new logo and marketing and branding initiatives. He addressed the proposed signage with respect to the zoning of their property in relation to surrounding properties.

Paul Deters of Metro Detroit Signs addressed the material and durability of the signage.

There was discussion on:

- Ownership/tenancy of the building.
- Proposed sign in essence a “symbol”.
- Previous variances granted related to building visibility and recognition.

Chair Dziurman opened the floor for public comment. Acknowledging there was no one present to speak, the floor was closed.

Moved by: Brooks
Support by: Carolan

RESOLVED, To grant the variance request as submitted, for the following reasons:

1. The variance would not be contrary to the public interest or general purpose and intent of Chapter 85; and
2. The variance does not adversely affect properties in the immediate vicinity of the proposed sign.

Yeas: All present (4)
Absent: Abitheira

MOTION CARRIED

4. COMMUNICATIONS

None.

5. PUBLIC COMMENT

None.

6. MISCELLANEOUS BUSINESS

None.

7. ADJOURNMENT

The Regular meeting of the Building Code Board of Appeals adjourned at 3:55 p.m.

Respectfully submitted,

Theodore Dziurman, Chair

Kathy L. Czarnecki, Recording Secretary

G:\Building Code Board of Appeals Minutes\2014\Draft\2014 07 09 Regular Meeting_Draft.doc



CITY COUNCIL AGENDA ITEM

Date: July 7, 2014

To: Brian Kischnick, City Manager

From: Mark F. Miller, Director of Economic and Community Development
Paul Featherston, Building Official, SAFEbuilt
Mitch Grusnick, City Building Official

Subject: Building Department Activity Report – June, 2014

The following attachment contains a summary of permit activity and project valuation for the Building Inspection Department comparing June 2013 to June 2014. Permit activity and valuations have increased to above the levels from last year.

We have issued 4352 building, plumbing, electrical and mechanical related permits for the year so far compared to 4475 in June of 2013. Just about at the levels from last year.

Year to date project valuations thru June 2014 are at \$81,250,710. Compared to June 2013 building related permits had a valuation of \$64,237,483. A large increase in valuation for this time of the year.

Our inspectors performed 1484 trade inspections for the month of June 2014 compared to 1364 for the month of June, 2013.

Attachments:

1. Building Department Activity Report

Preparer of memo\File name\File location

BUILDING PERMITS ISSUED

	BUILDING PERMITS 2013	PERMIT VALUATION 2013	BUILDING PERMIT REVENUE 2013	BUILDING PERMITS 2014	PERMIT VALUATION 2014	BUILDING PERMIT REVENUE 2014
JANUARY	134	\$ 17,779,504.00	\$ 325,899.80	85	\$ 13,726,432.00	\$ 215,511.91
FEBRUARY	85	\$ 4,917,385.00	\$ 147,780.63	99	\$ 12,432,557.00	\$ 253,007.65
MARCH	119	\$ 8,792,342.00	\$ 214,333.92	109	\$ 9,404,255.00	\$ 181,670.90
APRIL	139	\$ 7,893,210.00	\$ 183,511.89	180	\$ 9,270,743.00	\$ 236,353.06
MAY	231	\$ 11,331,067.00	\$ 282,130.55	239	\$ 18,313,926.00	\$ 355,839.39
JUNE	205	\$ 13,523,975.00	\$ 302,089.28	239	\$ 18,102,797.00	\$ 365,425.18
JULY	228	\$ 13,915,855.00	\$ 398,711.85	0	\$ -	
AUGUST	232	\$ 13,670,900.00	\$ 347,740.85	0	\$ -	
SEPTEMBER	202	\$ 7,587,238.00	\$ 202,272.40	0	\$ -	
OCTOBER	247	\$ 26,698,481.00	\$ 427,291.44	0	\$ -	
NOVEMBER	144	\$ 4,968,544.00	\$ 175,694.23	0	\$ -	
DECEMBER	99	\$ 5,338,979.00	\$ 141,642.65	0	\$ -	
TOTAL	2065	\$136,417,480.00	\$3,149,099.49	951	\$81,250,710.00	\$1,607,808.09



Center for Public Safety
Northwestern University
1801 Maple Avenue, Suite 1410
Evanston, Illinois 60201-3193

Phone 847-491-5476
Toll Free 800-323-4011
Fax 847-491-5270
nucps.northwestern.edu



NORTHWESTERN
UNIVERSITY

June 27, 2014

Chief Gary Mayer
Troy Police Department
500 West Big Beaver Road
Troy, MI 48084

Dear Chief Mayer:

On behalf of the Center for Public Safety and the 351st class of the School of Police Staff and Command, I would like to thank you for taking time from your busy schedule to participate in the Police Executive Panel discussion on Thursday, June 26, 2014.

Our students were most impressed with your candid and in-depth responses to their questions. It was obvious to all that you were exceptionally prepared for responding to the class questions. As you know, having just completed a rigorous management training program, our students were anxious to validate many of the program's theories and concepts.

We are grateful for the support and cooperation that you have demonstrated to the Center and again thank you for making this another exceptional learning experience for our students.

If the Center can ever be of service to you in the future, please do not hesitate to call my office at 1-612-759-3331.

Sincerely,

Kevin Kelleher
Course Director

KK/ww



MICHIGAN HOUSE OF REPRESENTATIVES

Representative Martin Howrylak

41st District

July 1, 2014

Dear Cindy Stewart,

Thank you for your coordination of our *Roads Town Hall* in Troy. This was a great success and I have received many acknowledgements of gratitude for the presentations.

Once more, thank you for serving in this capacity.

Best Regards,

A handwritten signature in black ink, appearing to read "Martin Howrylak".

Martin Howrylak
State Representative
District 41



MICHIGAN HOUSE OF REPRESENTATIVES

Representative Martin Howrylak
41st District

July 1, 2014

Dear Bill Huotari,

Thank you for presenting at our *Roads Town Hall* in Troy. This was a great success and I have received many acknowledgements of gratitude for the presentations.

Once more, thank you for serving in this capacity.

Best Regards,

A handwritten signature in black ink, appearing to read "Martin Howrylak".

Martin Howrylak
State Representative
District 41



MICHIGAN HOUSE OF REPRESENTATIVES

Representative Martin Howrylak
41st District

July 1, 2014

Dear Steve Vandette

Thank you for presenting at our *Roads Town Hall* in Troy. This was a great success and I have received many acknowledgements of gratitude for the presentations.

Once more, thank you for serving in this capacity.

Best Regards,

A handwritten signature in black ink, identical to the one on the left page.

Martin Howrylak
State Representative
District 41



QUALITY LIFE THROUGH GOOD ROADS:
ROAD COMMISSION FOR OAKLAND COUNTY
"WE CARE."

Board of Road Commissioners

Ronald J. Fowkes
Commissioner

Gregory C. Jamian
Commissioner

Eric S. Wilson
Commissioner

Dennis G. Kolar, P.E.
Managing Director

Gary Piotrowicz, P.E., P.T.O.E.
Deputy Managing Director
County Highway Engineer

31001 Lahser Road
Beverly Hills, MI
48025

248-645-2000

FAX
248-645-1349

TDD
248-645-9923

www.rcocweb.org

Brian Kischnick
City Manager
City of Troy
500 W. Big Beaver Road
Troy, MI 48084-5285

Dear Mr. Kischnick:

As you may know, Public Act 34 of 2014 appropriated \$100,000,000 from the state's General Fund and distributed it to the local road agencies. These funds are specifically designated for special winter maintenance expenses and are intended to assist with the extreme budget cost overruns that occurred last winter.

In recognition and appreciation of your community's partnership with the RCOC as we battled last winter's storms together, I am pleased to share some of these funds with your agency.

Attached to this letter is a check that represents a 20% increase in the amount of our winter maintenance contract with your community. It is the RCOC's hope that this amount will help with your agency's budget related to the last winter's severe winter cost expenditures.

Please feel free to contact me with any questions that you may have.

Sincerely,

Dennis G. Kolar, P.E.
Managing Director

DK/dl

ROAD COMMISSION FOR OAKLAND COUNTY
 31001 LAHSER RD., BEVERLY HILLS, MI 48025 (248) 645-2000

DETACH & RETAIN FOR YOUR RECORDS

INVOICE NO.	GROSS	DISCOUNT	INVOICE NO.	GROSS	DISCOUNT
PUBLIC ACT 34 TROY	49,938.00				

VENDOR NO. 100156
 CHECK NO. 241583
 DATE 07/03/14
 GROSS AMOUNT \$49,938.00
 DISCOUNT 0.00
 CHECK TOTAL \$49,938.00

PLEASE FOLD AND DETACH ALONG THIS PERFORATION

THE FACE OF THIS DOCUMENT HAS A COLORED BACKGROUND ON WHITE PAPER



NO. 241583
 DATE 07/03/14
 VOID AFTER 60 DAYS

Forty nine thousand nine hundred thirty eight and 00/100 Dollars

AMOUNT
 *****\$49,938.00

PAY TO THE ORDER OF:

241583
 CITY OF TROY
 500 WEST BIG BEAVER
 TROY MI 48084-5285

Andrew E. Meiners

74-1291724
 REVOLVING ACCOUNT
 JP MORGAN CHASE

⑈000 24 1583⑈ ⑆0724 12927⑆

696716⑈



City Manager's
Office/Troy Public
Library

Memo

To: Honorable Mayor and City Council

From: Brian Kischnick, City Manager
Mark Miller, Director of Economic & Community Development
Cathleen Russ, Library Director

CC:

Date: July 8, 2014

Re: Library Improvement Team

The Troy Public Library's Strategic Plan focuses heavily on technology innovations and improvements, in order to improve and enhance the community's experience, and continue the Library's relevance. This focus on technology was reinforced by the results of the focus groups conducted by the City Manager in Fall 2013; participants overwhelmingly responded that they would like to see technology improvements at the Troy Public Library. On January 27, 2014, City Council members toured Troy Public Library to view the challenges and opportunities faced by TPL, in regard to building and technology improvements.

In order to make the goals of the Strategic Plan a reality, as well as to respond to community input, Mr. Kischnick directed Mr. Miller and Ms. Russ to put together a Library Improvement Team, to investigate opportunities and challenges. This team includes Library department heads; Gert Paraskevin, head of IT for the City of Troy; and Sue Martin and Eve Parsons, President and Vice President of the Friends of Troy Public Library.

Working with Troy-based John Tagle Associates Incorporated, the team's approach is to take a three-dimensional perspective regarding technology improvements for the Troy Public Library.

The team has identified four areas of priority to evaluate:

- Critical deficiencies of the Troy Public Library building

- Operational adjacencies to improve workflow and efficiency
- Inclusion of technology enhancements
- Improving operational space for the Friends' Book Shop

Once the evaluation of these areas is complete, the team will develop a plan to address any concerns, and share that proposal with City Council.



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

FIREWORKS CALLS FOR SERVICE

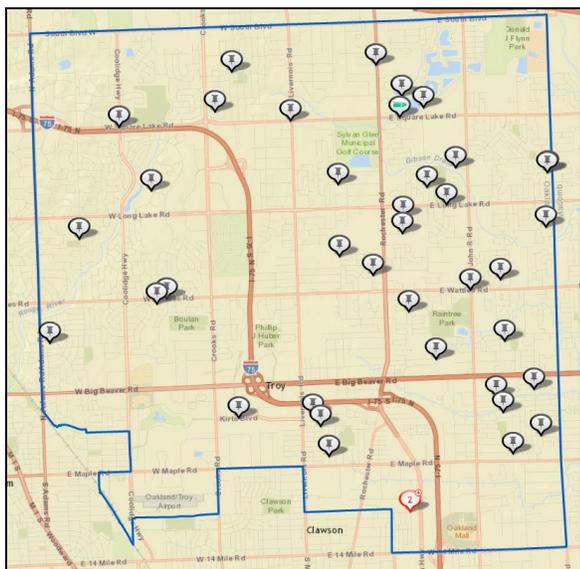
DATE: July 9th 2014

TO: Brian Kischnick, City Manager

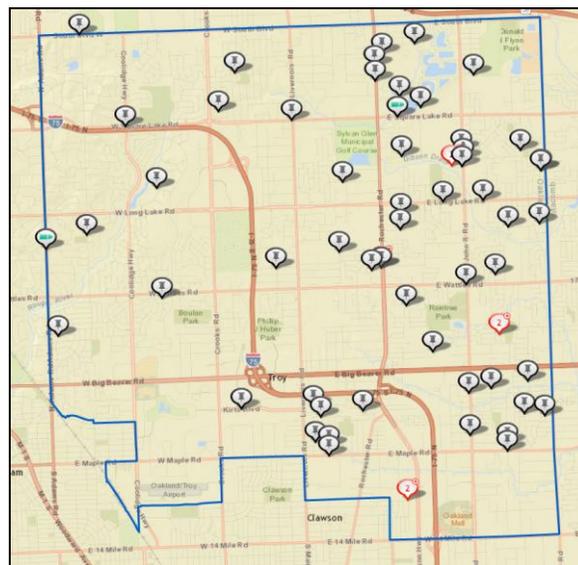
FROM: Gary Mayer, Chief of Police

RE: Please find below an overview of the Fireworks Calls for Service. Please advise if you have any questions.

FIREWORKS CALLS FOR SERVICE 7/02/2014 TO 7/06/2014



FIREWORKS CALLS FOR SERVICE 6/06/2014 TO 7/06/2014



From July 2nd through July 6th 2014 the Operations Division:

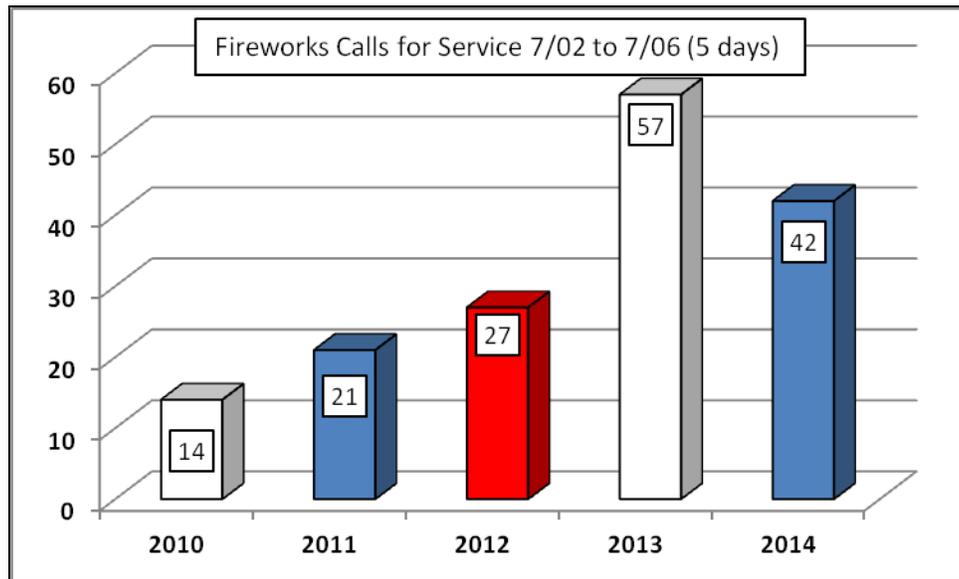
- Responded to approximately 42 calls for service regarding fireworks
- Issued 1 citation for fireworks violations.
- Gave 12 warnings for minor fireworks violations.
- The one citation for fireworks violations was written outside of the state protected time period for firework displays and the fireworks were being shot-off on a public street and not private property.



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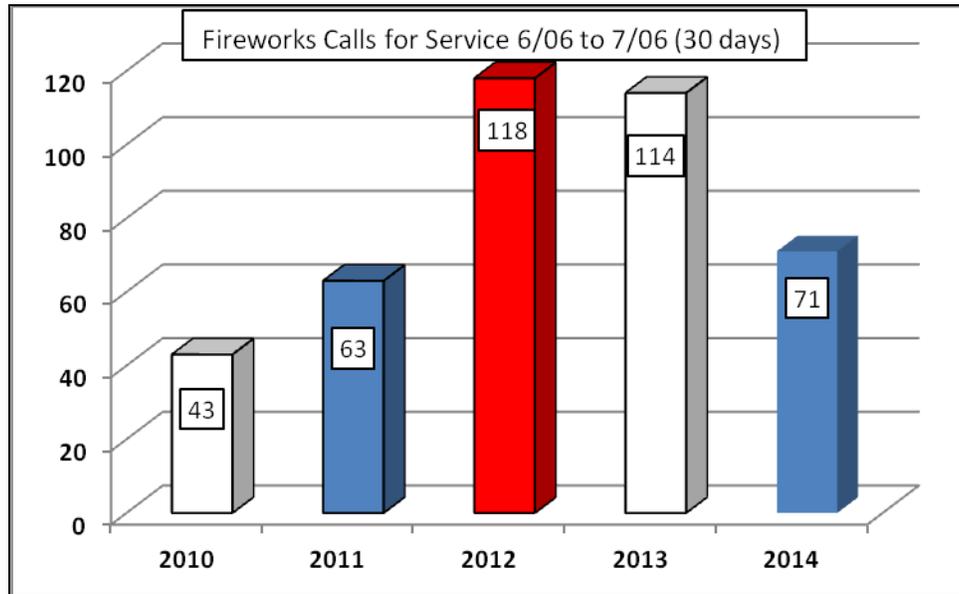
- Responded to six calls for fireworks within a quarter mile of Troy schools. These six calls for service include the one citation issued during this time frame.
- Responded to one call in which a neighbor suspected another neighbor broke a window by shooting a firework into it.
- Responded to one call in which a neighbor suspected another neighbor had caused damage to their vehicle while shooting off fireworks.

FIREWORKS CALLS FOR SERVICE - HISTORICAL





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TROY POLICE DEPARTMENT

Gary Mayer, Chief of Police 500 W. Big Beaver, Troy, Michigan 48084 (248) 524-3477

4th of July Fireworks Calls for Service and Ordinance Violations

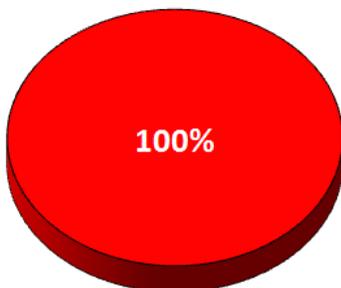
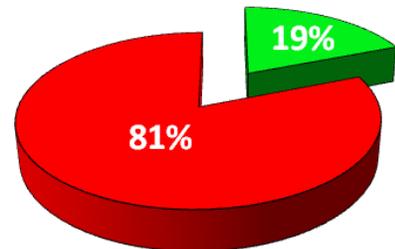
- The City of Troy Fireworks Ordinance allows persons to shoot off fireworks legally during the times of 8am to 12am (midnight) on the days of July 3rd to July 5th on the person's private property.
- The City of Troy Police Department responded to 42 fireworks related Calls for Service during the timeframe of July 2nd to July 6th. During this time frame, the Police Department also issued 1 ordinance violation for fireworks.

July 2014

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
	19% or 8 CFS before July 3rd		43% or 18 CFS July 3 rd to 5 th		38% or 16 CFS after July 5th	
6	7	8	9	10	11	12
13	Of the 42 CFS, 57% came in before July 3 rd and after July 5 th . 43% of the CFS came in during the protected days.					19
20						26
27	28	29	30	31		



Of the 42 Calls for Service regarding fireworks, 81% were called in during the restricted time frames and 19% were called in during the set aside fireworks "safe discharge time".



The one Ordinance Violation the Troy Police Department wrote for fireworks related issues was issued on July 6th after the Ordinance allowed days. This violation was also issued for shooting fireworks on public property or public streets.



COUNCIL REPORT

July 14, 2014

TO: Brian Kischnick, City Manager

FROM: Mark Miller, Director of Economic and Community Development
Steven J. Vandette, City Engineer

SUBJECT: Aquatic Habitat Restoration Project Status Report

Pre-Project Conditions:

The pond near the Aquatic Center trapped sediment for many years; it had an average depth of less than 2 ft. This accumulation of sediment caused the pond to no longer have the storage capacity needed to mitigate flooding during severe storm events. In addition, the overflow weir that regulated storm flow created a barrier to fish and aquatic organisms, as did the road culverts that were higher than the stream bed.

The aquatic diversity of the watercourse was significantly impaired due to channel instability, bank and bed erosion, and high water temperatures and turbidity.

Both sets of twin culverts at Town Center Drive and Civic Center Drive were severely rusted, causing several sink holes. The culverts were in need of replacement for several years.



Town Center Drive Culverts



Aquatic Center Pond Weir Wall

Project Funding and Purpose

The City was awarded a grant for \$985,000 from the National Oceanic and Atmospheric Administration (NOAA) with funding from the Great Lakes Restoration Initiative (GLRI). The project addressed the sediment accumulation, storm water control, bank erosion, aquatic habitat barrier, culvert deterioration, invasive plant species surrounding the pond and other environmental issues. The pond was replaced with a meandering water course and flood control structures built into the culverts to minimize long-term maintenance needs.

Approximately \$1 million of the \$2 million dollar project was funded through the Drains Fund; essentially for the replacement of the Town Center and Civic Center Drive road culverts.

Construction History and Outlook

Construction started in July, 2013. Heavy rains plagued the project last summer and fall, causing much of the work to be deferred to 2014. Spring and summer rains this year have been problematic as well since they have tended to be heavy downpours. This has caused significant problems with the restoration. Seeding was done several times only to have it washed away. Steam bank erosion has also taken place despite the stabilization work.

Construction has been completed and cleanup of the staging area south of Town Center Drive is near complete, but work continues on restoration.

A site meeting is scheduled for Wednesday, July 23 to fully inspect the project and prepare a punch list for restoration. Much of the seeding and hydro mulching that was installed will need attention due to heavy rain washouts that have occurred. Valleys formed by erosion will need to be hand raked, re-seeded and mulched. Watering will be needed now that dryer weather is approaching to ensure that growth of the desired species will occur and that the planted native plant species will survive. Given the time of year, this work will likely continue on into fall when more temperate weather will help with the restoration.



Town Center Drive Box Culvert



Stream and Floodplain



CITY COUNCIL REPORT & COMMUNICATION

Date: July 21, 2014

To: Brian Kischnick, City Manager

From: Tom Darling, Director of Financial Services
Nino Licari, City Assessor

Subject: Ballot Proposal 14-1, August 5, 2014

Background

Proposal 14-1 is an August 5, 2014 ballot issue that states in pertinent part: "***Approval or disapproval of amendatory act to reduce state use tax and replace with a local community stabilization share to modernize the tax system to help small businesses grow and create jobs.***" (emphasis added)

What is it for?

This ballot proposal would fund the reimbursement of lost taxes to units of government that would otherwise forgo this revenue because of the exemption of certain (not all) classes of personal property, starting in 2016.

What personal property is going to be exempted?

Qualified Industrial personal property and some commercial personal property that is necessary for a manufacturing process will start to become exempt in the 2016 Assessment Year.

Already exempt for the 2014 year is any industrial or commercial personal property in the control of an entity, where the Market Value totals \$80,000 or less (the commonly called 'small parcel' exemption).

What personal property is NOT going to be exempted?

The vast majority of commercial personal property will not be exempt from taxation. Also, no utility personal property will be exempted.

How will the exemptions be phased in?

For the 2016 Assessment Year, all qualified industrial personal property and qualified commercial personal property purchased from January 1, 2013 forward will be exempt from taxation.

Additionally, any qualified personal property purchased in 2005 and before will also become exempt.

In 2017, any qualified personal property purchased in 2006 would become exempt.



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How will the exemptions be phased in? (continued)

In 2018, the qualified personal property purchased in 2007 would become exempt. This process would continue each succeeding year, by exempting the next year's qualified personal property until 2023. At this point all qualified industrial and necessary to a manufacturing process commercial personal property would then be exempt.

Is there a reimbursement for the Small Parcel Exemption?

The small parcel exemption can be reimbursed if the 2014 industrial and commercial personal property roll was less than the total 2013 personal property roll of these same classes.

Troy's 2014 personal property roll shows an increase of approximately \$10,000,000. This is after a \$17,000,000 loss in taxable value from the small parcel exemptions. Effectively, Troy saw \$27,000,000 in new personal property between 2013 and 2014.

Since the City had a net increase in the industrial and commercial personal property roll, there is no reimbursement for the small parcel exemption for 2014.

This same calculation will be made again next year.

How will the reimbursement work for Proposal 14-1?

The current interpretation of the reimbursement for exempted personal property that will commence with the 2016 assessment year is that the 2016 industrial and commercial personal property roll will be compared to the 2013 industrial and commercial personal roll. The difference in these 2 values should represent the loss of taxable value due to the new exemption, and includes the small parcel exemption.

The loss in taxable value will be adjusted based on any new personal property taxable value that occurs in the non-exempt industrial and commercial personal property.

Are there other revenue protections in the legislation?

There are reimbursement clauses to protect debt levies, in both the unit's budget and budgets for LDFA's, DDA's and other TIF's.

There are also reimbursements for 'essential services', defined as police, fire and ambulance service.



CITY COUNCIL REPORT & COMMUNICATION

What happens if the revenue projections fall short of the actual loss in revenue?

The State of Michigan has set the percentage of qualified industrial and commercial personal property for each unit of government against the statewide total.

If the revenue projections fall short of the actual loss in revenue to the local unit, then the reimbursement will be based on that units percentage of total industrial personal property applied against the actual revenue generated.

What happens if Ballot Proposal 14-1 fails to pass?

If Ballot Proposal 14-1 fails to pass, there will no exemption of qualified industrial or integrated personal property. Additionally, the small parcel exemption will be repealed, and those parcels will go back on the Assessment Roll.

All of the existing legislation is contingent on the Ballot Proposal passing. All of the existing legislation would be repealed if the Proposal does not pass.

Where does the reimbursement revenue come from?

The proposed reimbursement revenue would come from a rededication of the 6% State Use Tax. This is similar to the sales tax, but is applied to out of state purchases brought into Michigan.

Cautions and caveats:

These calculations are set in the law. However, they may be subject to change based on the actual revenues generated by the proposed changes in the use tax.

A vote of the electorate is necessitated because the creation of a new authority per the Headlee Amendment to the State Constitution that was enacted in 1978.

Certain reimbursements take precedence over others. In other words, school funding takes precedence over local funding. Debt funding takes precedence over 'essential services, etc.