



## CITY COUNCIL AGENDA ITEM

Date: August 20, 2014

To: Brian Kischnick, City Manager

From: Mark F. Miller, Director of Economic and Community Development   
Elaine Bo, Recreation Director 

Subject: Municipal Credit and Community Credit Agreement

### Background:

**Municipal credits** are state-authorized funds that are given directly to the Suburban Mobility Authority for Regional Transportation (SMART) to be divided among every city, township and village in Oakland, Wayne and Macomb Counties on a per capita basis. Municipal credit funds are made available to SMART through legislative appropriation based on projected revenue estimates pursuant to Michigan Public Act 51 of 1951.

**Community credits** are a direct result of the SMART millage that provides opt-in communities with additional funds for specialized services.

Troy's municipal and community credit dollars have been used to support the community based Troy Medi-Go Plus service. Medi-Go Plus provided over 14,000 rides to senior and disabled riders to medical appointments and other important destinations in 2012. The boundaries for this program remain the same.

The funds for the Municipal/Community credits are budgeted as follows: Municipal/Community revenue from SMART is budgeted in the amount of \$170,000 (FY2015). The Municipal/Community Expense to Medi-go is budgeted in Recreation Administration for the same amount.

### Recommendation:

It is recommended that the City enter into a contract for Municipal and Community Credits with SMART for \$79,648 and \$101,810 respectively. This fund is utilized for specialized transportation service for senior citizens and persons with disabilities.

### City Attorney's Review as to Form and Legality

Approved as to Form and Legality:

  
Lori Grigg Bluhm, City Attorney

## **RESOLUTION**

RESOLVED that the City gives authorization to execute the contract for Municipal Credit funds in the amount of \$79,648 and Community Credit funds in the amount of \$101,810 to Troy Medi-Go Plus for the operation of transportation service for senior citizens and persons with disabilities is hereby approved and the Mayor and City Clerk are authorized to execute the Municipal Credit and Community Credit contract and copies shall be attached to the original minutes of this meeting.

## EXHIBIT A

### PROJECT DESCRIPTION

**Community:** Troy

**Project:** MUNICIPAL/COMMUNITY CREDIT PROGRAM

**FISCAL YEAR 2015:** JULY 1, 2014 through JUNE 30, 2015

#### **Overall Project Description:**

Troy Medi-Go Plus is a nonprofit community organization dedicated to helping Troy senior citizens and adults with disabilities in need of transportation get to medical appointments and other important destinations.

#### **Service Area:**

12 Mile, Mound, Auburn Rd, and Southfield Roads for medical appointments and work and educational trips. City of Troy for shopping and Troy Community Center.

#### **Service Times:**

Monday through Friday from 8:30 a.m. to 4 p.m.

#### **Eligible User Groups:**

Troy residents age 60 and older and Troy residents with disabilities age 18 and older.

#### **Fare Structure**

\$2 per one way trip and additional donations are encouraged.

#### **Service Mode:**

Three 14-passenger vehicles and one 9-passenger vehicle. All vehicles are wheelchair accessible.

EXHIBIT B

PROJECT OPERATION BUDGET

COMMUNITY: Type Community/Agency Name Here  
PROJECT: MUNICIPAL/COMMUNITY CREDIT PROGRAM  
FISCAL YEAR 2015 - JULY 1, 2014 THROUGH JUNE 30, 2015

OPERATING EXPENSES:

Administrative Fee (max. is 10% of MC/CC Funds)	\$ -	
Driver Wages	\$ 145,682.00	
Fringe Benefits	\$ -	
Gasoline & Lubricants	\$ 34,529.00	
Vehicle Insurance	\$ 25,386.00	
Parts, Maintenance Supplies	\$ 10,000.00	
Mechanic Wages	\$ -	
Fringe Benefits	\$ -	
Dispatch Wages	\$ -	
Cell phones or other overhead costs (Specify)	\$ 11,194.00	
Sub Total (Operating Expenses)		<u>\$ 226,791.00</u>

PURCHASED SERVICE

Taxi Service	\$ -	
Charter Service	\$ -	
SMART Bus Tickets	\$ -	
SMART Shuttle Service	\$ -	
SMART Dial-A-Ride	\$ -	
Sub Total (Purchased Service)		<u>\$ -</u>

CAPITAL EQUIPMENT

(Only list purchases to be made with Community Credits)

Computer Equipment	\$ 2,000.00	
Software	\$ -	
Vehicle	\$ -	
Maintenance Equipment	\$ -	
Other (Specify)	\$ -	
Sub Total (Capital Equipment)		<u>\$ 2,000.00</u>

TOTAL EXPENSES

(Operating Expenses, Purchased Service and Capital Equipment) \$ 228,791.00

REVENUES:

Municipal Credit Funds	\$ 79,648.00
Community Credit Funds	\$ 88,586.00
Specialized Services Funds	\$ 22,476.00
General Funds	\$ -
Farebox Revenue	\$ 23,081.00
In-Kind Service	\$ -
Special Fares (Contracted Service)	\$ -
Other (Specify) Beaumont Hosp. Donation	\$ 15,000.00

TOTAL REVENUE: \$ 228,791.00

Submitted By:

Title

Date

Daniel Mayville

Treasurer

08/20/14

(Note: Total Expenses MUST equal Total REVENUE)



Suburban Mobility Authority  
for Regional Transportation

Office  
Contract Compliance

# Equal Employment Opportunity Compliance Report A

Bid / Project Name: **Municipal/Community Credit Program for FY 2015**

Name of Firm

Employer I.D.  
Number

Address

**Troy Medi - Go Plus**  
**3179 Livernois**

City

**Troy, MI 48083**

State

Zip

Independent firm, or

Owned / controlled by:

*Non-Profit 50163*

Corporate address of parent  
or affiliated company:

Indicate the appropriate  
box for your reporting unit  
(Mark only one box):

- Consolidated Report  
 Headquarters Unit Report  
 Special Report

- Single Establishment Employer Report  
 Individual Establishment Report (Submit one  
for each establishment)

### Business Data

What is the major activity of this establishment (Be specific, i.e., manufacturing  
steel casings, retail grocer, wholesale plumbing supplies, title insurance)?

*Transportation for Seniors & Adults*

Include the specific type of product or type of service provided,  
as well as the principal business or industrial activity:

*with disabilities*

*Transportation*

Have all subcontractors been informed of their responsibility to file

Yes

EEO Compliance Report A?

No

Is an Affirmative Action Plan on file with SMART's Office of  
Contract Compliance?

Yes

If no, plan will be

No

submitted by (indicate date):

An Affirmative Action Plan is on file with the following  
governmental agencies. Please list:

**Employment Data** Employment at this establishment - Report all permanent, temporary, or part time employees including apprentices and on-the-job trainees. Enter the appropriate figures on ALL lines and in ALL columns. Blank spaces will be considered as zero.

Job Categories	Establishment			Minority Male				Minority Female			
	Total Employees Including Minorities	Total Males Including Minorities	Total Females Including Minorities	Black	Asian Pacific	Amer. Indian	Spanish Amer.	Black	Asian Pacific	Amer. Indian	Spanish Amer.
	Officials /Managers	1	1								
Professionals											
Technicians											
Sales Workers											
Office and Clerical Staff	2		2								
Craftsmen (Skilled)											
Operators (Semi-Skilled)	10	9	1	1							
Laborers (Unskilled)											
Service Workers											
Journey Workers											
Apprentices											
<b>Total</b>	<b>13</b>	<b>10</b>	<b>3</b>	<b>1</b>							

**Employment Data (continued)**

Employment at this establishment-Report all permanent, temporary, or part-time employees including apprentices and on-the-job trainees. Enter the appropriate figures.

Job Categories	Current Workforce					Under-utilization		Estimated Number of Vacancies	2014 Goals				Ultimate Goals				
	No. of Employees	Minority		Female		Min.	Fem.		Minority		Female		Minority		Female		
		#	%	#	%				#	%	#	%	Year	%	Year	%	
Officials/Managers	1																
Professionals																	
Technicians																	
Sales Workers																	
Office and Clerical Staff	2			2	100												
Craftsmen (Skilled)																	
Operators (Semi. Skilled)	10	1		1	10												
Laborers (Unskilled)																	
Service Workers																	
Journey Workers																	
Apprentices																	
<b>Total</b>	<b>13</b>	<b>1</b>		<b>3</b>													

**Certification**

Name of authorized official: WILLIAM R. McFADDEN Title: Transportation, Coordinator

Signature: W.R. McFadden Date: 19 Aug 2014

Name of person to contact regarding this report: \_\_\_\_\_ Title: \_\_\_\_\_

Address (number and street): \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Area Code: \_\_\_\_\_ Telephone Number: \_\_\_\_\_ Ext.: \_\_\_\_\_

How was information as to race or ethnic group obtained?  Visual Survey  Employment Records

Do not write below this line. For SMART Only.

Date	Awardable		Signature	Comments
	Yes	No		

# MUNICIPAL CREDIT and COMMUNITY CREDIT CONTRACT for FY - 2015

I, Dane Slater, as the Mayor of City of Troy (hereinafter, the "Community") hereby apply to SMART and agree to the terms and conditions herein, for the receipt and expenditure of **Municipal Credits** (Section 1 below), and **Community Credits** (Section 2 below); and further agree that the **Municipal and Community Credits Master Agreement** between the parties is incorporated herein by reference. A description of the service the Community shall provide hereunder is set forth in Exhibit A, and the operating budget for that service is set forth in Exhibit B, both of which are attached hereto and incorporated herein.

1. The Community agrees to use \$ **79,648** in **Municipal Credit** funds as follows:

- (a) Transfer to \_\_\_\_\_ Funding of: \$ \_\_\_\_\_  
TRANSFeree COMMUNITY
- (b) Van/Bus Operations At the cost of: \$ 79,648  
(Including Charter and Taxi services)
- (c) Services Purchased from SMART At the cost of: \$ \_\_\_\_\_  
(Including Tickets, Shuttle Services/Dial-a-Ride)

**Total \$ 79,648**

SMART intends to provide Municipal Credit funds under this contract to the extent funds for the program are made available to it by the Michigan Legislature pursuant to Michigan Public Act 51 of 1951. Municipal Credit funds made available to SMART through legislative appropriation are based on projected revenue estimates. In the event that revenue actually received is insufficient to support the Legislature's appropriation, it will result in an equivalent reduction in funding provided to the Community pursuant to this Contract. In such event, SMART reserves the right, without notice, to reduce the payment of Municipal Credit funds by the amount of any reduction by the legislature to SMART. All funding must be spent by September 30, 2016; all funds not spent by that date will revert back to SMART pursuant to Michigan Public Act 51 of 1951, for expenditure consistent with Michigan law and SMART policy.

2. The Community agrees to use \$ **101,810** in **Community Credit** funds available as follows:

- (a) Transfer to \_\_\_\_\_ Funding of: \$ \_\_\_\_\_  
TRANSFeree COMMUNITY
- (b) Van/Bus Operations At the cost of: \$ 101,810  
(Including Charter and Taxi services)
- (c) Services Purchased from SMART At the cost of: \$ \_\_\_\_\_  
(Including Tickets, Shuttle Services/Dial-a-Ride)
- (d) Capital Purchases At the cost of: \$ \_\_\_\_\_

**Total \$ 101,810**

# MUNICIPAL CREDIT and COMMUNITY CREDIT CONTRACT for FY - 2015

---

Capital purchases permitted with Community Credits are subject to applicable state and federal regulations, and SMART policy, including procurement guidelines. When advantageous, SMART may make procurements directly. Reimbursement for purchases made by Community requires submission of proper documentation to support the purchase (i.e. purchase orders, receiving reports, invoices, etc.). Community Credit dollars available in FY 2014, may be required to serve local employer transportation needs per the coordination requirements set forth in the aforementioned Master Agreement. All Community Credit funds must be spent by June 30, 2017 unless approval from SMART General Manager is obtained to extend Community Credits for an additional 2 years to allow accrual for major capital projects; any funds not spent by that date may revert back to SMART for expenditure consistent with SMART policy.

This agreement shall be binding once signed by both parties.

City of Troy

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

Date \_\_\_\_\_

Its: Dane Slater Mayor

Suburban Mobility Authority for  
Regional Transportation

Date \_\_\_\_\_

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

John C. Hertel  
General Manager