

AGENDA

Regular Meeting

of the

CITY COUNCIL OF THE CITY OF TROY

FEBRUARY 23, 2004

CONVENING AT 7:30 P.M.

**Submitted By
The City Manager**

TO: The Honorable Mayor and City Council
Troy, Michigan

FROM: John Szerlag, 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 amendment and 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.

Identified below are goals for the City, which have been advanced by the governing body; and Agenda items submitted for your consideration are on course with these goals.

Goals

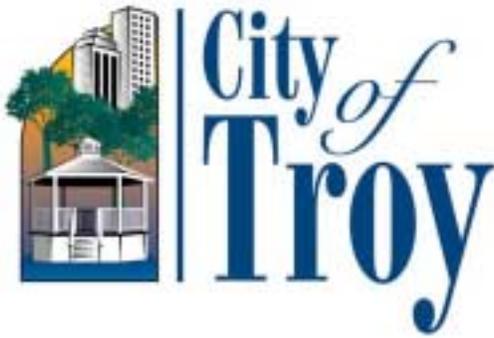
1. Minimize cost and increase efficiency of City government.
2. Retain and attract investment while encouraging redevelopment.
3. Effectively and professionally communicate internally and externally.
4. Creatively maintain and improve public infrastructure.
5. Protect life and property.

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read "John Szerlag", is written over a light gray grid background.

John Szerlag, City Manager



CITY COUNCIL

AGENDA

February 23, 2004 – 7:30 PM
Council Chambers
City Hall - 500 West Big Beaver
Troy, Michigan 48084
(248) 524-3317

CALL TO ORDER **1**

INVOCATION & PLEDGE OF ALLEGIANCE – Mr. Jorge Sanchez – The Bahá’i Faith **1**

ROLL CALL **1**

PRESENTATIONS: No presentations proposed. **1**

PUBLIC HEARINGS **1**

C-1 Acceptance of a Local Law Enforcement Block Grant for the Purchase of Web-EOC **1**

C-2 Parking Variance Request – 3769 Meadowbrook **1**

C-3 Parking Variance Request – 1845 Livernois **3**

C-4 Article II (Changes, Amendments and Approvals) Zoning Ordinance Amendments and Repeal of Chapter 40 (ZOTA #203) **5**

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D-2 Reconsidered Standard Purchasing Resolution 3: Exercise Renewal Option – Printing 2004 Summer/Winter Tax Bills from the Regular City Council Meeting held on Monday, February 16, 2004 **6**

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

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CALL TO ORDER

INVOCATION & PLEDGE OF ALLEGIANCE – Mr. Jorge Sanchez – The Bahá'í Faith

ROLL CALL

Mayor Matt Pryor
Robin Beltramini
Cristina Broomfield
David Eisenbacher
Martin F. Howrylak
David A. Lambert
Jeanne M. Stine

PRESENTATIONS: No presentations proposed.

PUBLIC HEARINGS

C-1 Acceptance of a Local Law Enforcement Block Grant for the Purchase of Web-EOC

Suggested Resolution
Resolution #2004-02-
Moved by
Seconded by

Resolved, That the Troy City Council does hereby **AUTHORIZE** the Troy Police Department to receive a grant and expend funds for the purchase of Web-EOC software from ESI Acquisition, Inc., the sole source provider of proprietary software for an estimated \$45,000.00; and

BE IT FURTHER RESOLVED, That the Local Law Enforcement Block Grant is **APPROVED**, the expenditure of matching City funds in the amount of \$2,109.00 is hereby **AUTHORIZED**.

Yes:
No:

C-2 Parking Variance Request – 3769 Meadowbrook

City Management requests 5-minutes for a presentation.

Suggested Resolution
Resolution #2004-02-
Moved by
Seconded by

(a) Resolution A for Approval

WHEREAS, Section 44.02.02 of Chapter 39, Zoning, of the Code of the City of Troy provides that actions to grant appeals to the restrictions on outdoor parking of commercial vehicles in residential districts pursuant to Section 40.66.00 of Chapter 39 of the Code of the City of Troy "shall be based upon at least one of the following findings by the City Council:

- A. The occurrence of the subject commercial vehicle on the residential site involved is compelled by parties other than the owner or occupant of the subject residential site (e.g. employer).
- B. Efforts by the applicant have determined that there are no reasonable or feasible alternative locations for the parking of the subject commercial vehicle.
- C. A garage or accessory building on the subject residential site cannot accommodate, or cannot reasonably be constructed or modified to accommodate, the subject commercial vehicle.
- D. The location available on the residential site for the outdoor parking of the subject commercial vehicle is adequate to provide for such parking in a manner which will not negatively impact adjacent residential properties, and will not negatively impact pedestrian and vehicular movement along the frontage street(s)."; and

WHEREAS, The City Council of the City of Troy has found that the petitioner has demonstrated the presence of the following condition(s), justifying the granting of a variance: _____

NOW, THEREFORE, BE IT RESOLVED, That the request from Mr. Mazin Nafsu - 3769 Meadowbrook, for waiver of Chapter 39, Section 40.66.00, of the Code of the City of Troy, to permit outdoor parking of a box truck in a residential district is hereby **APPROVED** for _____ (not to exceed two years).

OR

(b) Resolution B for Denial

WHEREAS, Section 44.02.02 of Chapter 39, Zoning, of the Code of the City of Troy provides that actions to grant appeals to the restrictions on outdoor parking of commercial vehicles in residential districts pursuant to Section 40.66.00 of Chapter 39 of the Code of the City of Troy "shall be based upon at least one of the following findings by the City Council:

- A. The occurrence of the subject commercial vehicle on the residential site involved is compelled by parties other than the owner or occupant of the subject residential site (e.g. employer).
- B. Efforts by the applicant have determined that there are no reasonable or feasible alternative locations for the parking of the subject commercial vehicle.

- C. A garage or accessory building on the subject residential site cannot accommodate, or cannot reasonably be constructed or modified to accommodate, the subject commercial vehicle.
- D. The location available on the residential site for the outdoor parking of the subject commercial vehicle is adequate to provide for such parking in a manner which will not negatively impact adjacent residential properties, and will not negatively impact pedestrian and vehicular movement along the frontage street(s)."; and

WHEREAS, The City Council of the City of Troy has not found that the petitioner has demonstrated the presence of condition(s), justifying the granting of a variance.

NOW, THEREFORE, BE IT RESOLVED, That the request from Mr. Mazin Nafsu - 3769 Meadowbrook, for waiver of Chapter 39, Section 40.66.00, of the Code of the City of Troy, to permit outdoor parking of a box truck in a residential district is hereby **DENIED**.

Yes:
No:

C-3 Parking Variance Request – 1845 Livernois

City Management requests 5-minutes for a presentation.

Suggested Resolution
Resolution #2004-02-
Moved by
Seconded by

(a) Proposed Resolution A for Approval

WHEREAS, Articles XLIII and XLIV (43.00.00 and 44.00.00) of the Zoning Ordinance provide that the City Council may grant variances from the off-street parking requirements of the Zoning Ordinance upon general findings that:

- 1. The variance would not be contrary to public interest or general purpose and intent of the Zoning Ordinance.
- 2. The variance does not permit the establishment of a prohibited use as a principal use within a zoning district.
- 3. The variance does not cause an adverse effect to properties in the immediate vicinity or zoning district.
- 4. The variance relates only to property described in the application for variance; and

WHEREAS, Article XLIII (43.00.00) requires that in granting, the City Council shall find that the practical difficulties justifying the variances are : _____

- A. That absent a variance, no reasonable use can be made of the property; or
- B. That absent a variance, a significant natural feature would be negatively affected or destroyed; or
- C. That absent a variance, public health, safety and welfare would be negatively affected; or
- D. That literal enforcement of the Zoning Ordinance precludes full enjoyment of the permitted use and makes conforming unnecessarily burdensome. In this regard, the City Council shall find that a lesser variance does not give substantial relief, and that the relief requested can be granted within the spirit of the Ordinance, and within the interests of public safety and welfare; and

WHEREAS, The City Council finds the above-stated general conditions to be present and finds the practical difficulty stated above to be operative in the appeal;

NOW, THEREFORE, BE IT RESOLVED, That the request from Mr. Jay Noonan, Architect, representing Physical Therapy Specialists for waiver of 11 parking spaces at the development at 1845 Livernois Road be **APPROVED**.

OR

(b) Proposed Resolution B for Denial

WHEREAS, Articles XLIII and XLIV (43.00.00 and 44.00.00) of the Zoning Ordinance provide that the City Council may grant variances from the off-street parking requirements of the Zoning Ordinance upon general findings that:

- 1. The variance would not be contrary to public interest or general purpose and intent of the Zoning Ordinance.
- 2. The variance does not permit the establishment of a prohibited use as a principal use within a zoning district.
- 3. The variance does not cause an adverse effect to properties in the immediate vicinity or zoning district.
- 4. The variance relates only to property described in the application for variance; and

WHEREAS, Article XLIII (43.00.00) requires that in granting, the City Council shall find that there are practical difficulties justifying the variances; and

WHEREAS, City Council has not found that the requirements of Articles XLIII and XLIV (43.00.00 and 44.00.00) of the Zoning Ordinance have been met: _____

_____.

NOW, THEREFORE, BE IT RESOLVED, That the request from Mr. Jay Noonan, Architect, representing Physical Therapy Specialists for waiver of 11 parking spaces at the development at 1845 Livernois Road be **DENIED**.

Yes:

No:

C-4 Article II (Changes, Amendments and Approvals) Zoning Ordinance Amendments and Repeal of Chapter 40 (ZOTA #203)

City Management requests 5-minutes for a presentation.

Suggested Resolution

Resolution #2004-02-

Moved by

Seconded by

(a) Proposed Resolution A – Option A: Planning Commission Version

RESOLVED, That Article II (CHANGES, AMENDMENTS AND APPROVALS) of the Zoning Ordinance, Option A, be **ADOPTED**, as recommended by the Planning Commission; and

BE IT FURTHER RESOLVED, That Chapter 40 of the City of Troy, Code of Ordinances is hereby **REPEALED**; and

BE IT FINALLY RESOLVED, To **AMEND** Article II as indicated in Option A – Planning Commission Version, dated December 4, 2003.

OR

(b) Proposed Resolution B – Option B: City Management Version

RESOLVED, That Article II (CHANGES, AMENDMENTS AND APPROVALS) of the Zoning Ordinance, Option B, be **ADOPTED**, as recommended by City Management; and

BE IT FURTHER RESOLVED, That Chapter 40 of the City of Troy, Code of Ordinances is hereby **REPEALED**; and

BE IT FINALLY RESOLVED, To **AMEND** Article II as indicated in Option B – City Management Version, dated December 16, 2003.

Yes:

No:

POSTPONED ITEMS

D-1 Appointments to Boards and Committees: Historic District Study Committee

(b) City Council Appointments

Resolution #2004-02-

Moved by Lambert

Seconded by Howrylak

RESOLVED, That the following persons are hereby **APPOINTED BY THE CITY COUNCIL** to serve on the Boards and Committees as indicated:

Historic District Study Committee

Appointed by Council (Member of the Historic District Commission) – Ad Hoc

Charlene Harris

Term expires: Ad Hoc

Kinda Hupman

Term expires: Ad Hoc

Paul Chu Lin

Term expires: Ad Hoc

Kevin Lindsey

Term expires: Ad Hoc

Bob Miller

Term expires: Ad Hoc

Linda Rivetto

Term expires: Ad Hoc

Marjorie A. Biglin

Term expires: Ad Hoc

Yes:

No:

D-2 Reconsidered Standard Purchasing Resolution 3: Exercise Renewal Option – Printing 2004 Summer/Winter Tax Bills from the Regular City Council Meeting held on Monday, February 16, 2004

Resolution #2004-02-
Moved by Eisenbacher
Seconded by Lambert

WHEREAS, On February 17, 2003, a contract with an option to renew for one additional tax year to provide printing services for the 2003 Summer/Winter Tax Bills was awarded to the low bidder, CDCI/SourceLink (Resolution #2003-02-092); and

WHEREAS, CDCI/SourceLink has agreed to exercise the one-year option to renew the contract under the same pricing, terms and conditions.

NOW, THEREFORE, BE IT RESOLVED, That the option to renew the contract is hereby **EXERCISED** with CDCI/SourceLink to provide printing services for the 2004 Summer/Winter Tax Bills for an estimated cost of \$9,510.00, plus the actual cost of first class postage, under the same prices, terms and conditions, expiring on December 31, 2004.

Yes:

No:

D-3 Standard Purchasing Resolution #1: Bid Award – Mowers and Miscellaneous Equipment Less Trade-InsSuggested Resolution

Resolution #2004-02-

Moved by

Seconded by

RESOLVED, That a contract to purchase mowers and miscellaneous golf course equipment less trade-ins for Sylvan Glen Golf Course is hereby **AWARDED** to the sole bidder, W.F. Miller Company, for an estimated net total cost of \$47,902.00, at unit prices contained in the bid tabulation opened November 12, 2003; a copy of which shall be **ATTACHED** to the original Minutes of this meeting; and

BE IT FURTHER RESOLVED, That bids to purchase Item #3, a self-contained turf sprayer less trade-in of Item #1, the 1991 Toro/Hahn Turf Sprayer are hereby **REJECTED**.

Yes:

No:

D-4 Standard Purchasing Resolution 3: Option to Renew – Outdoor Lighting Maintenance ContractSuggested Resolution

Resolution #2004-02-

Moved by

Seconded by

WHEREAS, On July 8, 2002, a two-year contract to provide Outdoor Lighting Maintenance with an option to renew for two (2) additional years was awarded to the low bidder, Allied Signs Inc., (Resolution #2002-07-399-E-5); and

WHEREAS, Allied Signs Inc., has agreed to exercise the option to renew the contract for two (2) additional years under the same pricing structure, terms, and conditions as the original contract.

NOW, THEREFORE, BE IT RESOLVED, That the option to renew the contract is hereby **EXERCISED** with Allied Signs Inc., to provide Outdoor Lighting Maintenance for an estimated two-year cost of \$52,350.00, plus 25% of the annual contract total each year for changes in the quantity of work, under the same prices, terms, and conditions, expiring June 30, 2006.

Yes:

No:

PUBLIC COMMENT:

A. Items on the Current Agenda

Any person not a member of the Council may address the Council with recognition of the Chair, after clearly stating the nature of his/her inquiry. No person not a member of the Council shall be allowed to speak more than twice or longer than five (5) minutes on any question, unless so permitted by the Chair. The Council may waive the requirements of this section by a majority of the Council Members. Consistent with Order of Business #11, the City Council will move forward the specific Business Items which audience members would like to address. The Mayor shall announce the items which are to be moved forward and will ask the audience if there are any additional items which they would like to address. All Business Items that members of the audience would like to address will be brought forth and acted upon at this time. Items will be taken individually and members of the audience will address council prior to council discussion of the individual item.

B. Items Not on the Current Agenda

After Council is finished acting on all Business Items that have been brought forward, the public is welcome to address the Mayor and Council on items that are specifically not on the agenda. (Rules of Procedure for the City Council, Article 15 as amended September 22, 2003)

CONSENT AGENDA – No Consent Agenda Items submitted.

The Consent Agenda includes items of a routine nature and will be approved with one motion. That motion will approve the recommended action for each item on the Consent Agenda. Any Council Member may remove an item from the Consent Agenda and have it considered as a separate item. Any item so removed from the Consent Agenda shall be considered after other items on the consent business portion of the agenda have been heard. (Rules of Procedure for the City Council, Article 13, as amended September 22, 2003)

REGULAR BUSINESS

Persons interested in addressing the City Council on items, which appear on the printed Agenda, will be allowed to do so at the time the item is discussed upon recognition by the Chair (during the public comment portion of the agenda item's discussion). Other than asking questions for the purposes of gaining insight or clarification, Council shall not interrupt members of the public during their comments. For those addressing City Council, petitioners shall be given a fifteen (15) minute presentation time that may be extended with the majority consent of Council and all other interested people, their time may be limited to not more than twice nor longer than five (5) minutes on any question, unless so permitted by the Chair, in accordance with the Rules of Procedure of the City Council, Article 15, as amended September 22, 2003. Once discussion is brought back to

the Council table, persons from the audience will be permitted to speak only by invitation by Council, through the Chair.

F-1 Closed Session

Suggested Resolution

Resolution #2004-02-

Moved by

Seconded by

BE IT RESOVLED, That the City of Troy City Council **SHALL MEET** in Closed Session, as permitted by MCL 15.268, Section 8 (a), to continue the closed session which originally commenced on Monday, February 9, 2004 and continued on Monday, February 16, 2004, to conduct the personnel evaluation of the City Attorney, after adjournment of this meeting.

Yes:

No:

F-3 2004 Sylvan Glen Rates

Suggested Resolution

Resolution #2004-02-

Moved by

Seconded by

RESOLVED, That rates for Sylvan Glen Golf Course be **APPROVED** as proposed, a copy of which shall be **ATTACHED** to the Minutes of this meeting; and

BE IT FURTHER RESOLVED, That the off peak rates will be **EFFECTIVE** until April 22, 2004; and

BE IT FINALLY RESOLVED, That these rates can be **ADJUSTED** by City Management in order to stay competitive in the market.

Yes:

No:

F-4 Aquatic Center Fee Request and 2002-03 Year End Report

Suggested Resolution

Resolution #2004-02-

Moved by

Seconded by

RESOLVED, That 2004 admission rates for the Troy Family Aquatic Center are:

<u>Daily Passes</u>	2004 Fee
Resident	\$ 7.00
Non-Resident Employee	\$ 8.50
Non Resident	\$ 9.75
<u>Season Passes</u>	
Resident	\$ 73.50
Resident Additional Family Member	\$ 42.00
Non-Resident Employee	\$ 89.25
Non-Resident Employee Additional Family Member	\$ 52.50
Non-Resident	\$102.50
Non-Resident Additional Family Member	\$ 59.00
<u>Punch Card Options (Good for 8 admissions)</u>	
Resident	\$ 46.00
Non-Resident Employee	\$ 56.00
Non-Resident	\$ 64.00

Yes:

No:

F-5 Minutes: Special Meeting of February 16, 2004, and Regular Meetings of February 16, 2004 and February 18, 2004

Suggested Resolution

Resolution #2004-02-

RESOLVED, That the Minutes of the [6:00 PM Special Meeting of February 16, 2004](#), the Minutes of the [7:30 PM Regular Meeting of February 16, 2004](#), and the Minutes of the [7:30 PM Regular Meeting/Liquor Violation Hearings of February 18, 2004](#) be **APPROVED** as submitted.

Yes:

No:

F-6 Resolution in Opposition to House Bill 4234

Suggested Resolution

Resolution #2004-02-

Moved by

Seconded by

WHEREAS, The House Tax Policy Committee will hear testimony on House Bill 4234, on February 25, 2004; and

WHEREAS, House Bill 4234 proposes to exempt up to the first \$10,000.00 of Taxable Value of all Personal Property parcels statewide; and

WHEREAS, House Bill 4234 would eliminate and estimated \$533,641.50 of taxes from the City of Troy's budget, of which \$246,682.06 would be lost to the City budget, and \$286,959.44 would be lost to the Downtown Development Authority budget; and

WHEREAS, The loss of these revenues will negatively impact the City of Troy's ability to deliver services to its residents; and

WHEREAS, The loss of these revenues will affect the Downtown Development Authority's ability to pay off bonded debt; and

WHEREAS, All taxing authorities in the City of Troy will lose an estimated \$2,659,426.42 as a consequence of this proposed legislation.

THEREFORE, BE IT RESOLVED, That the City Council of the City of Troy is **OPPOSED** to the passage of House Bill 4234; and

BE IT FURTHER RESOLVED, That the City Council of the City of Troy **URGES** that the House Tax Policy Committee not allow House Bill 4234 to be passed forward from the Committee; and

BE IT FINALLY RESOLVED, That the City Clerk **FORWARD** a copy of this Resolution to the House Tax Policy Committee, State Senator Shirley Johnson, and State Representative John Pappageorge.

Yes:

No:

COUNCIL COMMENTS/COUNCIL REFERRALS

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

1. Issue of Long Council Meetings – Advanced by Council Member Broomfield

Council Member Broomfield would like to discuss the issue of increasing efficiency of conducting business at City Council meetings. Specifically, Council Member Broomfield wishes to address the feasibility of ending City Council meetings at 11:00 PM with only one potential extension not to extend past midnight. Further, this extension could only be presented if there is no Closed Session scheduled. Additional components for discussion could include:

- 1) Enforcing the five-minute time limit. Some suggestions might include a second buzzer sounding after an additional minute (a total of six minutes now) has passed. If the speaker continues past the second buzzer, the microphone shuts off.
- 2) Regarding presentations. Only presentations which are scheduled on the agenda are honored. Groups seeking to present to Council on items of interest need to follow proper procedure to secure time.

- 3) Special interest groups. Each special interest group appoints a spokesperson for that group. If the group feels the need to present more than one speaker, additional speakers should not exceed five individuals.
- 4) Items not on the agenda. Individuals responding to this invitation should limit their comments to concerns or inquiries about matters pertaining to the City of Troy. The need to define “matters pertaining to the City of Troy” should be addressed by Council.

COUNCIL REFERRALS

REPORTS AND COMMUNICATIONS

G-1 Minutes – Boards and Committees:

G-2 Department Reports:

G-3 Announcement of Public Hearings:

G-4 Green Memorandums:

(a) Ladd’s, Inc. 5-Acre Parcel Appraisal – *Item will be resubmitted as a Regular Business Item on the Regular City Council Meeting scheduled for Monday, March 1, 2004*

G-5 Proposed Proclamations/Resolutions from Other Organizations:

G-6 Calendar

G-7 Letters of Appreciation:

G-8 Memorandum, Re: (a) Downtown Development Authority, and (b) City of Troy Downtown Development Authority – Tax Increment Revenues

PUBLIC COMMENT

Public Comment is limited to people who have not addressed Council during the 1st Public Comment section (Rules of Procedure for the City Council, Article 5 (15), as amended May 6, 2002).

STUDY ITEMS – No Study Items submitted.

It is City Management's recommendation to recess the Regular meeting at this time and to immediately reconvene it in the Council Board Room to provide for a study environment. Additionally, it would be recommended that the Mayor request the City Clerk to post notice that the City Council meeting has been relocated to the Council Board Room.

Respectfully submitted,

John Szerlag, City Manager

February 4, 2004

TO: John Szerlag, City Manager

FROM: Jeanette Bennett, Purchasing Director
Charles T. Craft, Chief of Police

SUBJECT: Agenda Item: Public Hearing - Local Law Enforcement Block Grant -
Standard Purchasing Resolution 6: Grant Approval And
Authorization To Expend City Funds – Web-EOC Software

BACKGROUND

A public hearing regarding the acceptance of a Local Law Enforcement Block Grant (LLEBG) is scheduled for the February 23, 2004 City Council meeting. The federal award is \$18,984.00. The City match is \$2,109.00. The funds must be in direct support of the law enforcement function.

The Police Department has submitted a plan to utilize the money to purchase Web-EOC software for the City from Emergency Services Integrators (ESI). Web-EOC is a Crisis Information Management System that provides a single access point for the collection and dissemination of emergency or event related information. It is designed to aid in decision making by giving authorized users real-time information. The purchase of Web-EOC enables the City of Troy's emergency management operation to share information with Oakland County Emergency Response and Preparedness. Oakland County has purchased Web-EOC and is recommending it to all Oakland County Communities.

As required by the grant, an advisory board consisting of representatives from the Law Department, 52-4 District Court, Troy School District, and Troy Community Coalition reviewed the plan. The advisory board unanimously agreed with the plan and approved it. Upon acceptance of the grant, the Department has two years to expend the funds.

RECOMMENDATION

City management recommends the LLEBG be accepted and designates its use to purchase Web-EOC Software from ESI Acquisition, Inc., the sole source provider of proprietary software at an estimated cost of \$45,000.00.

BUDGET INFORMATION

Funds were budgeted for the LLEBG local match. A recent reimbursement from Oakland County CLEMIS for a purchase of some Computer Aided Dispatch equipment will be utilized to cover the remaining cost.

DATE: February 17, 2004

TO: John Szerlag, City Manager

FROM: Gary A. Shripka, Assistant City Manager/Services
Mark Stimac, Director of Building and Zoning

SUBJECT: Agenda Item – Public Hearing
Commercial Vehicle Appeal 3769 Meadowbrook
Alternative Plan Submitted by Petitioner

On November 24, 2003 City Council passed a resolution approving an appeal to the requirements for the outdoor storage of a commercial vehicle on residential property for the property at 3769 Meadowbrook. City Council approved that appeal “until the Regular City Council meeting scheduled for Monday, January 5, 2004 at which time the petitioner will provide an alternate plan”. We have been working with the property owner on the development of this plan, however, it was not until January 20, 2004 that Mrs. Nafsu submitted the attached plan. The plan indicates the construction of a new paved parking area north of the existing garage for the parking of the vehicle behind the front line of the home. The petitioner is asking for your approval for this alternate plan.

In response to the revised request a public hearing is scheduled for your meeting of February 23, 2004.

We have attached for your reference a copy of the original minutes, and copies of the documents now submitted by the petitioner.

We will be happy to provide any additional information that you require regarding this matter.

RECEIVED

JAN 20 2004

BUILDING DEPARTMENT

1-15-04

To whom it may concern,

I am Mazen Nafsu
and I live on 3769 MeadowBrooke

~~My neighbor~~ I have
come to an agreement to build
a new driveway in between our
homes. Due to the bad weather
the process will take 2-3 months
to be completed.

Mazen Nafsu





TO: CITY COUNCIL

Please register my approval objection to the request described on the reverse side.

My reason for this approval objection is:

ON OUR STREET, MOST PEOPLE DON'T PARK ANY VEHICLES ON THE STREET. IT'S A NICE CLEAN LOOK WE DON'T WANT OBSTRUCTED BY AN OVERSIZED VEHICLE. BUSINESS VEHICLES DON'T HAVE ANY PLACE ON RESIDENTIAL STREETS. IF IT WERE ALWAYS KEPT IN THEIR OWN DRIVEWAY THEN I HAVE NO OBJECTION.

RECEIVED
FEB 18 2004
BUILDING DEPARTMENT

NAME: MRS. DEBORAH RAITZ

Deborah Raitz

ADDRESS OR PROPERTY DESCRIPTION 3820 MEADOWBROOK



DATE: February 17, 2004

TO: John Szerlag, City Manager

FROM: Gary A. Shripka, Assistant City Manager/Services
Mark Stimac, Director of Building and Zoning

SUBJECT: Agenda Item - Public Hearing
Parking Variance Request
1845 Livernois

We have received an application from Jay Noonan, the Architect for the owner of the existing office building at 1845 Livernois Road. The application requests permission to convert portions of the existing basement of the building, originally designed as storage space, to usable office space. The addition of this additional office space results in a total usable floor area for the building of 7,291 square feet. Based upon the requirements of Section 40.21.73 of the Troy Zoning Ordinance a minimum of 73 parking spaces would be required for a medical facility of this size. The plans indicate that only 62 parking spaces will be available on the site. As such we have denied the building permit. In response, the petitioner has submitted a request for variance of the parking requirements for the 11 additional spaces.

A Public Hearing has been scheduled for your meeting of February 23, 2004 in accordance with Section 44.01.00.

We have enclosed copies of the petitioner's application and supporting documentation as well as a copy of the site plan of the facility for your reference. We will be happy to provide additional information regarding this request if you desire.

Attachments:

PARKING VARIANCE APPLICATION
FOR PUBLIC HEARING BEFORE CITY COUNCIL
CITY OF TROY

RECEIVED

FEB 06 2004

TO TROY CITY COUNCIL

BUILDING DEPARTMENT
DATE: 2-5-04

Request is hereby made for a variance to modify the parking provisions of the Zoning Ordinance enacted by the City Council or contrary to a decision rendered by the Building Official in denying an application for a permit.

Applicant: Jay Noonan Phone: (248) 625-9403

Address: 6445 Citation Drive, Suite E, Clarkston, MI 48346

Address of Property: Physical Therapy Specialist, 1845 Livernois, Troy, MI 48083

Lot # 3, 4, 5, 6, 16, 17 Subdivision: Clover Ridge Subdivision

Zoning District: 0-1 & P-1

Sidwell #

28-477-025

Owner of Property: Paul Roubal Phone: (248) 362-2150

Address: 1845 Livernois, Troy, MI 48083

This appeal is made on a determination by the Director of Building & Zoning, in the enforcement of the Zoning Ordinance, in a letter dated: _____

Has there been a previous appeal involving this property? _____ If Yes, state date _____

and particulars _____

REASON FOR VARIANCE:

Dimension of Stall? Per Ordinance

Parking Spaces Required: 73

Number of Stalls? 62

Parking Spaces Provided: 62

Other Dimensions? NA

Variance Requested: 11

Outline your appeal, listing sections of the ordinance from which relief is sought and also outline your proposals, indicating your hardships. (continued on back of page)

The Architect for the Owner, Jay Noonan of Design Resources, is requesting a variance for 11 parking places on behalf of the Owner, Paul Roubal, of Physical Therapy Specialist. The Owner wishes to remodel a portion of the lower level to accommodate a few clients for occupational therapy and massage therapy to go along with all of the physical therapy that is taking place on the main floor.

The improvement will also include the installation of a small two-person elevator. The establishment of the occupational and massage therapy will only add 824 usable square feet to the current 6,086 usable square feet. This is a 13% increase in usable floor area and parking requirements. The current parking is more than adequate. The parking lot is never more than 80% full at any time during the year. Because of the three streets and the existing homes, there isn't any available land to expand the parking. Because of the zoning patterns in the area, it is not possible to expand the zoning to the west. Either option would cause a significant hardship on a quality business for such an insignificant increase in service that requires so little additional parking that is not really necessary.

PLOT PLAN OF SITE ATTACHED HERETO

STATE OF MICHIGAN)
COUNTY OF Oakland)

I HEREBY DISPOSE AND SAY THAT ALL THE ABOVE STATEMENTS, AND INFORMATION IN THE ATTACHED PAPERS AND SITE PLANS SUBMITTED ARE TRUE AND CORRECT.

Date: 2-5-04 _____
_____ [Signature]
(Signature of Applicant)

Signed and Sworn to before me this 5th day of February 2004

[Signature]

Notary Public

My Commission Expires: 6-5-06

Filing Fee \$200.00	Date Paid
---------------------	-----------



Physical Therapy Specialists PC

Orthopedics • Sports Therapy • Pain Control • Spine Care • Fitness • Massage Therapy • Occupational Therapy • Hand Therapy

1845 Livernois • Troy, MI 48083 • (248) 362-2150 • Fax: (248) 362-1702

Physical Therapy
Paul J. Roubal, PhD, PT, OCS
Teri L. Charlton, MPT, OCS
Jill A. Bekish, MPT, OCS
Brian T. Pagett, MPT, OCS
Mark A. Cacko, MPT
Jennifer D. Krieter, MPT
Occupational Therapy
Tina K. Johnson, OTR

www.pt-specialists.com

February 4, 2004

Mark Stimac
Director of Building Zoning
500 West Big Beaver
Troy, MI 48084

RECEIVED
FEB 06 2004
BUILDING DEPARTMENT

Dear Mr. Stimac,

I'm requesting a variance, for my office building as I have been planning for some time to add a small elevator in my building. I have an employee who is a quadriplegic, and he occasionally needs to get up and down the stairs with records and also it would allow my employees to get in and out of the basement easier, rather than going up stairways to gather materials and supply items.

Even though, this would add some useable space, I have never had a problem even when I was at my busiest a couple of years ago, with a big parking lot that has essentially never been full.

On review, I would say that the parking lot is never more than 75% full even at our busiest times and when we have the most employees here.

I appreciate your consideration in this matter. If you have any other questions, please feel free to contact me or Jay Noonan the architect.

Sincerely,

Paul J. Roubal, PhD, PT, OCS
PJR/sl

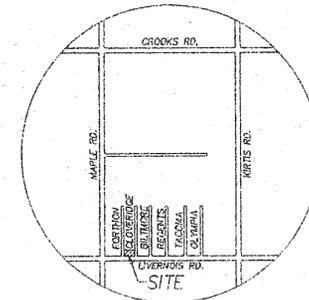
SMALL ELEVATOR CHAIR-LIFT

Owner: Physical Therapy Specialists

CODE ANALYSIS

CHAPTER 3 302.1 CLASSIFICATION: BUSINESS B	2. BUSINESS (SECTION 304)
302.1.1 LAUNDRY ROOM, FILES, ETC. (BASEMENT HAS EXIST. FIRE SUPPRESSION SYSTEM)	1 HOUR
304.1	PROFESSIONAL SERVICES PHYSICAL THERAPY SPECIALIST
CHAPTER 4 N/A	N/A
CHAPTER 5 TABLE 503 USE GROUP B-TYPE V-B CONSTRUCTION PROPOSAL	2 STORY - 9,000 s.f. 1 STORY 7608 s.f. + BASEMT 2184 s.f.
CHAPTER 6 TABLE 601 FIRE RATING TYPE V-B	0 HOUR

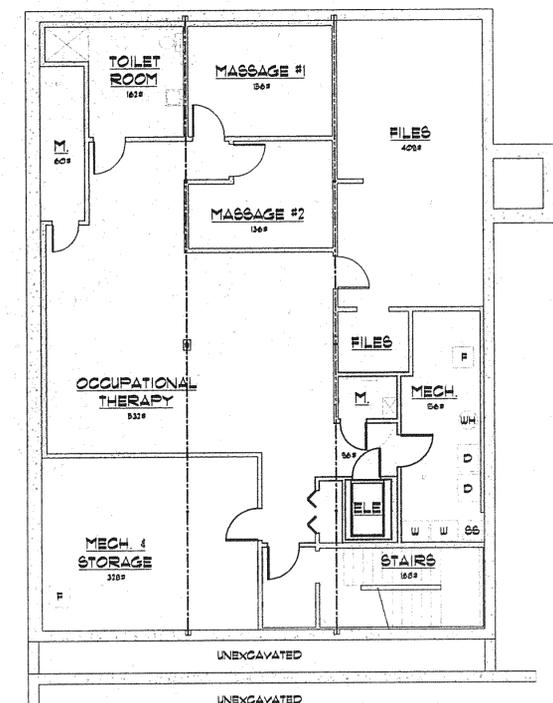
CHAPTER 7 707 STAIRCASE ELEVATOR HOISTWAY	1 HOUR 1 HOUR
CHAPTER 8 803 WALL & CEILING FINISHES	CLASS A
CHAPTER 9 FIRE PROTECTION SYSTEM	FIRE SPRINKLER SYSTEM BSMT (TO BE MODIFIED FOR SHAFT)
CHAPTER 10 MEANS OF EGRESS TABLE 1003.2.2.2 FLOOR AREA OCCUPANT LOAD	1/100 s.f. 7608/100=76 & 2184/100=22: TOTAL 98
TABLE 1003.2.3 EGRESS WIDTH EGRESS WIDTH PROVIDED	36 in. MIN 36 in.
TABLE 1003.2.13.2 STAIRWAY WIDTH EXCEPTION	36 in.
1003.3.3 STAIRWAY WIDTH EXCEPTION	36 in.
TABLE 1004.2.1 ONE MEANS OF EGRESS	1 FOR 50 OCCUPANTS OR LESS
TABLE 1004.2.4 EXIT TRAVEL	LESS THAN 200 FEET



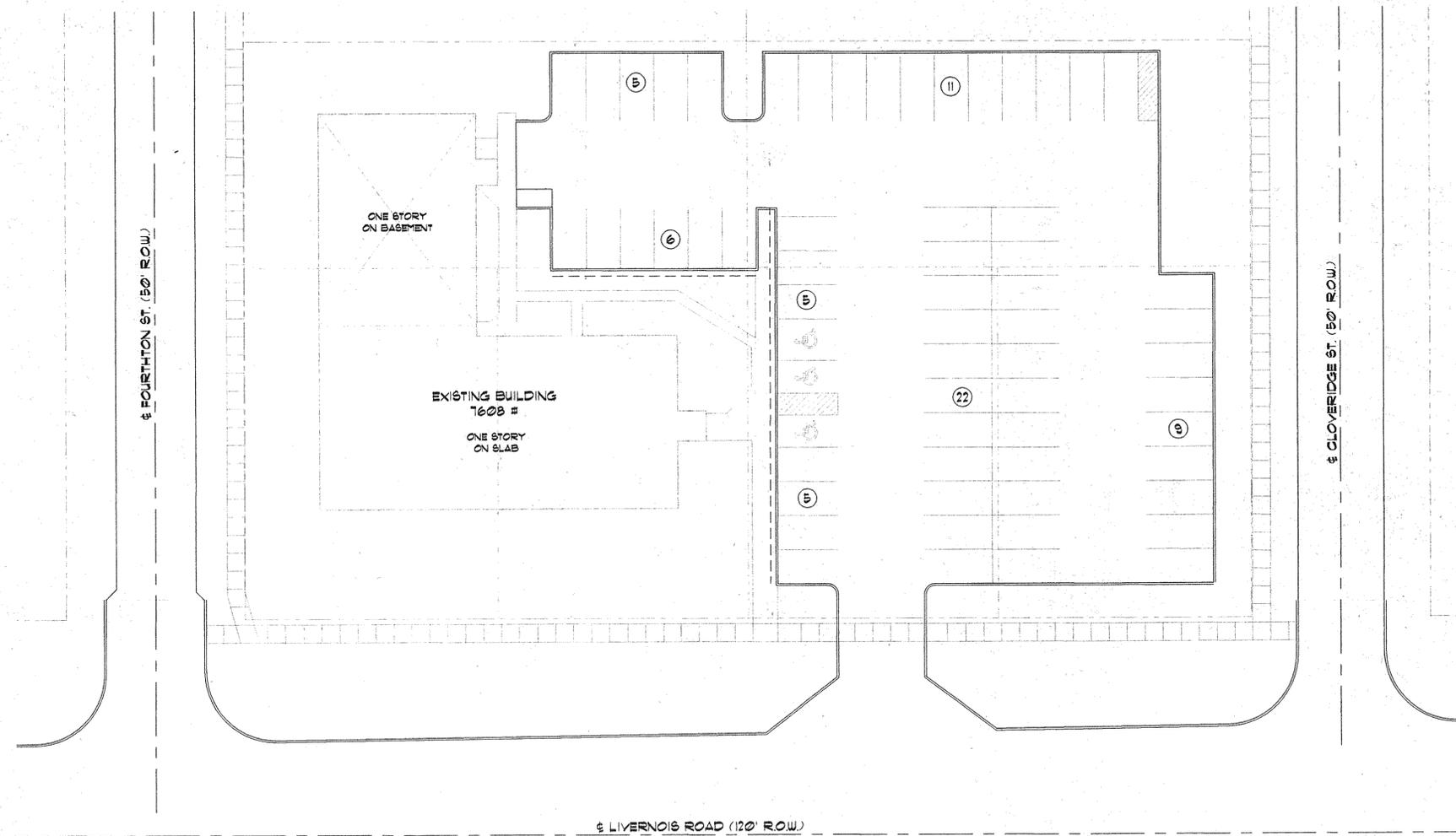
LOCATION MAP

PARKING ANALYSIS

EXISTING MAIN FLOOR AREA	7,608 sq.ft.
USEABLE FLOOR AREA (7608 x .85)	6,467 sq.ft.
EXISTING BASEMENT FLOOR AREA	2184 sq.ft.
USEABLE FLOOR AREA PROPOSED OCCUPATIONAL THERAPY & MASSAGE	824 sq.ft.
TOTAL USEABLE FLOOR AREA	7291 sq.ft.
1 PARKING SPACE / 100 sq. ft.	
PARKING REQUIRED	73 spaces
PARKING PROVIDED	62 spaces
PARKING VARIANCE REQUESTED	11 spaces



PROPOSED LOWER LEVEL PLAN
SCALE: 1/8" = 1'-0"



ARCHITECTURAL SITE PLAN
SCALE: 1/4" = 1'-0"

PARKING REVISION	02-04-04
PERMIT	01-26-04
REVISIONS:	DATE:

CONSTRUCTION:
PERMIT:
BIDDING:

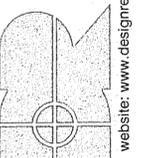
PRELIMINARY:
DRAWN BY: B. SAEGER

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DO NOT SCALE DRAWINGS
USE DIMENSIONS INDICATED

DESIGN RESOURCES

6445 CITATION DRIVE, SUITE 'E'
CLARKSTON, MI 48346
PHONE: (248) 625-9403 FAX: (248) 625-9443
email: info@designreso.com



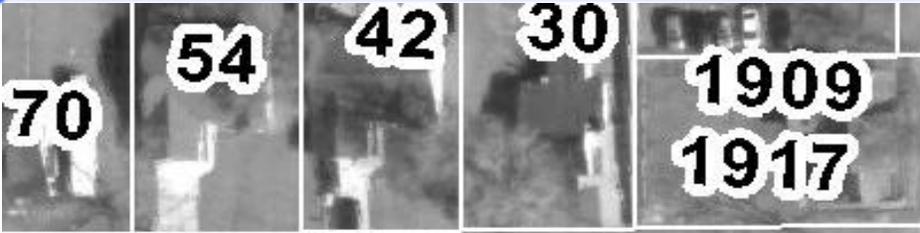
ELEVATOR DESIGN FOR PHYSICAL THERAPY SPECIALISTS

PAUL ROUBEL
1845 LIVERNOIS
TROY, MICHIGAN 48063

RECEIVED
FEB 05 2004
BUILDING DEPARTMENT

DRAWING TITLE:
CODE/PARKING ANALYSIS
SITE PLAN
LOWER LEVEL PLAN

PROJECT NUMBER:
03-516
SHEET NUMBER:
A-1



CLOVERIDGE



VERMONT

LIVERNOIS



FORTHTON

BIRCHWOOD

February 19, 2004

TO: John Szerlag, City Manager

FROM: Gary A. Shripka, Assistant City Manager/Services
Mark Stimac, Director of Building and Zoning
Mark F. Miller, Planning Director

SUBJECT: AGENDA ITEM – PUBLIC HEARING - Article II (Changes, Amendments and Approvals) Zoning Ordinance amendments and repeal of Chapter 40 (ZOTA # 203)

The powers and duties of the Planning Commission are presently listed in Chapter 40 of the City Code, titled "City Planning Commission". The Planning Commission Voting Requirements are presently listed only in the Planning Commission Bylaws. The Planning Commission, with assistance from City Management and the City Attorney's office, determined that these provisions should more appropriately be included in the Zoning Ordinance. City Management agrees with this determination.

This text amendment will have the effect of listing these important provisions in Article II in the City of Troy Zoning Ordinance. Chapter 40 of the City Code will be repealed.

There are two versions of the text amendment, the City Management Version and the Planning Commission Version. There are some minor differences between the two versions.

1. City Management recommends eliminating Article 02.10.04 from the Planning Commission Version, which states that the City Planning Commission is allowed to incur expenses. State law already permits the Planning Commission to incur expenses, so stating this fact is unnecessary.
2. City Management recommends the Planning Commission compensation be determined by City Council, as opposed to listing the compensation in Chapter 39.
3. The Planning Commission powers and duties listed in Article 02.10.02 was expanded.
4. Article 02.10.03 was amended to clarify that the Planning Commission may be the approval body for a new master plan or future land use plan amendments, but only if City Council does not grant itself approval authority.

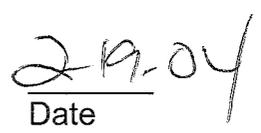
5. Article 02.10.03 was modified to require that a majority of Planning Commission members present and voting at a meeting is necessary to recommend an action to City Council.

In addition Resolution B sets the compensation for the Planning Commission members. The compensation provision was removed from the City Management version so that City Council has the ability to amend Planning Commission compensation without going through the text amendment process.

Although the proposed amendment includes consolidation of language from the Planning Commission By-Laws and Chapter 40, the City Attorney would like to conduct a more thorough review and technical re-write of the proposed amendment. This item could be approved by City Council if so desired, with the understanding that a subsequent amendment could be presented with technical changes at a later date.

Reviewed as to Form and Legality:


Lori Grigg Blum, City Attorney


Date

cc: File/ZOTA #203
Planning Commission

Attachments:

1. Planning Commission Version, dated 12 04 03
2. City Management Version, dated 02 16 04
3. Planning Commission minutes, dated 12 09 03

**PROPOSED ZONING ORDINANCE TEXT AMENDMENT
(ZOTA 203)**

Article II - Planning Commission, Changes and Amendments to the Zoning Ordinance, and Approvals

PLANNING COMMISSION VERSION

Amend the indicated portions of Article II Changes, Amendments and Approvals text in the following manner to replace Chapter 40 of the City Code (to be repealed) including language regarding Voting Requirements:

(Underlining, except for major section titles, denotes changes.)

02.00.00 ARTICLE II **PLANNING COMMISSION, CHANGES, AND AMENDMENTS TO THE ZONING ORDINANCE, AND APPROVALS**

02.10.00 PLANNING COMMISSION
The City Planning Commission heretofore created pursuant to Public Act 285 of 1931, as amended, and the City Charter, is hereby continued. The City Planning Commission is hereby designated as the Commission specified in Section 4, of Act 207 of the Public Acts of 1921, as amended, and shall perform the duties of said Commission as provided in the Statute in connection with the amendment of this Chapter.

02.10.01 **MEMBERS, TERMS**
The City Planning Commission shall consist of nine (9) members who shall have the qualifications of electors and shall represent insofar as possible different professions or occupations and who shall be appointed by the Mayor subject to the approval by a majority vote of the City Council. No member shall hold any other municipal office except that one of such members may be a member of the Board of Zoning Appeals. Each member shall receive as compensation for his services the sum of Twenty Five (\$25.00) Dollars for each Regular or Special Meeting of the Commission which is attended by each member but not to exceed Nine Hundred Dollars (\$900.00) per annum. The term of each member shall be three (3) years, except that three (3) members of the first commission so appointed shall serve for the term of one (1) year, three (3) for a term of two (2) years and three for a term of three (3) years. All members shall hold office until their successors are appointed. Members may, after a public hearing, be removed by the Mayor for inefficiency, neglect of duty or malfeasance in office. Vacancies occurring otherwise than through the expiration of term shall be filled for the unexpired term by the mayor.

02.10.02 **POWERS AND DUTIES**
The City Planning Commission shall have the powers and duties vested in it by the laws of the State of Michigan and the Ordinance Code of the City of Troy and shall consider and make its recommendations to the City Council on any matters referred to it by the City Council relating to such duties including:

- (1) The making and adopting of a master plan for the physical development of the municipality. Such plan shall show among other things, the Commission's recommendations for the general location, character and extent of streets, boulevards, parkways, playgrounds, parks, location of

public buildings, and utilities, and the change of use, extension, removal, relocation, widening, narrowing, vacating or abandoning of any of the foregoing.

- (2) A zoning plan for the control of the height, area, bulk, location and use of buildings and premises, and all changes and amendments thereof.
- (3) The recommendation of approval of all preliminary plats subdividing land in the City of Troy and of any amendments or alterations thereof.

02.10.03 **VOTING REQUIREMENTS**

The concurring vote of 5 members of the Planning Commission is necessary to decide in favor of the applicant on site plan review and special use requests unless the Planning Commission does not have final jurisdiction on the matter. The concurring vote of 6 members of the Planning Commission is necessary for approval of master plan or future land use plan amendments. All other issues before the Planning Commission, including, but not limited to, rezoning proposals, site condominium plans, planned unit developments, ordinance text amendments, subdivision plats, street and alley vacations or extensions, and historic district designations are recommendations to City Council and the concurrence of a majority of those Commission members present at the meeting is necessary to recommend an action to the City Council.

02.10.04 **FINANCES**

The City Planning Commission may be allowed such funds for expenses as deemed advisable by the City Council and all debts and expenses incurred by the City Planning Commission shall be limited by such amount.

02.20.00 **CHANGES AND AMENDMENTS**

The Troy City Council may from time to time, on recommendation from the City Planning Commission, or on petition amend, supplement or change the District boundaries or the regulations herein, or subsequently established herein pursuant to the authority and procedure established in Act 207 of the Public Acts of 1921 as amended.

02.30.00 **VESTED RIGHT**

Nothing in this Chapter should be interpreted or construed to give rise to any permanent vested rights in the continuation of any particular use, District, zoning classification or any permissible activities therein; and, they are hereby declared to be subject to subsequent amendment, change or modification as may be necessary to the preservation or protection of public health, safety and welfare.

02.40.00 **COMMISSION APPROVAL**

In cases where the City Planning Commission is empowered to approve certain use of premises under the provisions of this Chapter, the applicant shall furnish such surveys, plans or other information as may be reasonably required by said Commission for the proper consideration of the matter. The Planning Commission shall investigate the circumstances of each such case and shall notify such parties, who may in its opinion be affected thereby, of the time and place of any hearing which may be held relative thereto as required under its rules of procedure. The Planning Commission may impose such conditions or limitations in granting approval as may in its judgment be necessary to fulfill the spirit and purpose of this Chapter. Any approval given by the Commission, under which premises are not used or work is not started within twelve (12) months or when use or work has been abandoned for a period of twelve (12) months, shall lapse and cease to be in effect.

02.50.00 ENFORCEMENT, PENALTIES AND OTHER REMEDIES

02.50.01 VIOLATIONS:

Any person, firm or corporation violating any of the provisions of this Chapter shall be guilty of a misdemeanor, and upon conviction thereof, shall be subject to a fine of not more than one hundred (\$100.00) dollars and the costs of prosecution or, in default of the payment thereof, shall be punished by imprisonment in the County Jail for a period not to exceed ninety (90) days for each offense, or by both such fine and imprisonment in the discretion of the Court, together with the costs of such prosecution.

02.50.02 PUBLIC NUISANCE PER SE:

Any building or structure which is erected, altered or converted, or any use of premises or land which is begun or changed subsequent to the time of passage of this Chapter and in violation of any of the provisions thereof is hereby declared to be a public nuisance per se, and may be abated by order to any court of competent jurisdiction.

02.50.03 FINES, IMPRISONMENT:

The owner of any building, structure or premises or part thereof, where any condition in violation of this Chapter shall exist or shall be created, and who has assisted knowingly in the commission of such violation shall be guilty of a separate offense and upon conviction thereof shall be liable to the fines and imprisonment herein provided.

02.50.04 EACH DAY A SEPARATE OFFENSE:

A separate offense shall be deemed committed upon each day during or when violation occurs or continues.

02.50.05 RIGHTS AND REMEDIES ARE CUMULATIVE:

The rights and remedies provided herein are cumulative and in addition to any other remedies provided by law.

**PROPOSED ZONING ORDINANCE TEXT AMENDMENT
(ZOTA 203)**

Article II - Planning Commission, Changes and Amendments to the Zoning Ordinance, and Approvals

CITY MANAGEMENT VERSION

Amend the indicated portions of Article II Changes, Amendments and Approvals text in the following manner to replace Chapter 40 of the City Code (to be repealed) including language regarding Voting Requirements:

(Underlining, except for major section titles, denotes changes.)

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02.10.03

VOTING REQUIREMENTS

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02.20.00

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02.30.00

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02.40.00

COMMISSION APPROVAL

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02.50.03 FINES, IMPRISONMENT:

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A separate offense shall be deemed committed upon each day during or when violation occurs or continues.

02.50.05 RIGHTS AND REMEDIES ARE CUMULATIVE:

The rights and remedies provided herein are cumulative and in addition to any other remedies provided by law.

ZONING ORDINANCE TEXT AMENDMENT

6. PUBLIC HEARING – ZONING ORDINANCE TEXT AMENDMENT (ZOTA 203) – Article 02.00.00 – Changes, Amendments and Approvals, edit text to replace Chapter 40 of the City Code (to be repealed) and include language regarding Voting Requirements

Mr. Miller reviewed the proposed text amendment that would list the Planning Commission powers and duties and voting requirements in the City of Troy Zoning Ordinance.

PUBLIC HEARING OPENED

No one was present to speak.

PUBLIC HEARING CLOSED

Resolution # PC-2003-12-066

Moved by: Wright

Seconded by: Storrs

RESOLVED, that the Planning Commission hereby recommends to the City Council that ARTICLE II (CHANGES, AMENDMENTS AND APPROVALS) of the Zoning Ordinance, be amended as printed on the Planning Commission recommended amendment, dated 12/04/03.

Yes: Kramer, Littman, Schultz, Storrs, Vleck, Waller, Wright

No: Strat

Absent: Chamberlain

MOTION CARRIED

Mr. Strat said he would have preferred more time to review the matter.

Mr. Schultz said that Section 01.10.04 (FINANCES) may have to be addressed in the future based on the Planning Commission budgetary process that was discussed at the recent joint meeting with the City Council and City Management.

Mr. Strat agreed that his primary concern with the text amendment was Section 01.10.04 (FINANCES).

February 18, 2004

To: John Szerlag, City Manager

From: Gary Shripka, Assistant City Manager – Services
Brian Stoutenburg, Library Director

Subject: Agenda Item – HDC Study Committee

At the February 16, 2004 City Council meeting, it was requested that the Historical District Commission recommend member representation for the Study Committee. At the February 17, 2004 meeting of the Historical District Commission, resolution #HDC-2004-02-003 was unanimously passed. It recommends Mr. Paul Lin and Mrs. Marjorie Biglin, both who had submitted applications. A copy of the meetings draft minutes is attached.

plans and recommendations for the Civic Center and developed a long-range plan with numerous amenities that can be phased in as resources become available. The plan includes:

- An increased green belt
- Park-like setting with paths and improved water features
- A natural winter skating rink
- Fountain Plaza
- Amphitheater

City Council accepted the plan for consideration and asked staff to determine costs for the various elements of the proposed project.

B. Historic Homes Study Committee

Loraine reported that City Council would like the HDC to officially recommend a nominee(s) to the Study Committee.

Resolution #HDC-2004-02-003

Moved by Chambers

Seconded by Partlen

RESOLVED, That Historic District Commission recommends both Paul Lin and Marjorie Biglin for appointment to the Historic Homes Study Committee.

Yes: 4 — Blythe, Chambers, Rounds, Lin, Partlen

No: 0

MOTION CARRIED

C. Strategic Plans Reports

The members who are champions for the four proposed projects in 2004 reported on their timelines and concepts.

1. Develop concept for local historic markers— Dean Blythe

Objective 1: Develop a suitable size Historic Plaque (consistent with City marker design) that will be given the HD Homeowners upon request.

- Determine available funding
- Determine finance allocation (city, homeowner, 50/50)
- Determine specifications of sign and installation procedure
- Determine distribution process
- Obtain homeowner approval to feature their property in Film Snippets

Objective 2: Produce 30/60-second video spots on historically designated Troy Properties for WTRY

- Meet with Community Affairs
- Determine funding issues
- Determine general design intent/usage
- Understand design parameters
- Write, film and edit

2. Seek designation for Troy as a Certified Local Government—
Barbara Chambers
Loraine has met with the City Attorney, Lori Bluhm to determine if there are any negative aspects for designation. Barbara and Loraine will meet and begin writing the application

3. Offer an historic preservation workshop for homeowners— Muriel Rounds
Plan 1:
Recruit 2 or 3 historic homeowners to give ideas on preservation information needs. Hold two sessions on those subjects on a Saturday morning, then repeat so each participants attends both sessions
Resources:
Successful and enthusiastic homeowners lead groups. Use professional experts from Wayne State University, Eastern Michigan University and other Historical Museums. Use Loraine’s contacts. Make publications available.
Plan 2:
Same as plan 1 but hold a daylong conference with more choices and include lunch and a special speaker.

4. Work with City to include Local history/ Historically designated homes in 2005 City calendar— Paul Lin
The city has not begun working on the 2005 calendar. This project will be phased in later.

NEW BUSINESS

- A. Historic Homeowners requests
George Snow of 6091 Livernois contacted the HDC regarding construction of a garage. Dean Blythe will speak with Mr. Snow and arrange for him to meet with the Commission next month.

- B. Election of new officers
Will be delayed until all members are present.

- C. National Historic Place Designation
Loraine reported that the Museum would like to seek National Historic Place designation for all historic buildings on the Village Green. The City Attorney has investigated the designation and determined it is honorific with no restrictions but is one step in qualifying for federal grants to maintain the buildings.

Resolution #HDC-2004-02-004
Moved by Chambers
Seconded by Partlen

RESOLVED, That Historic District Commission endorses the Museum's efforts to gain National Historic Place designation for all historic structures at the Troy Museum & Historic Village.

Yes: 4 — Blythe, Chambers, Rounds, Lin, Partlen

No: 0

MOTION CARRIED

The Troy Historic District Committee Meeting was adjourned at 9:06 p.m. The next regular meeting will be held Tuesday, March 16, 2003 at 7:30 p.m. at City Hall Conference Room C.

W. Dean Blythe
Chair

Loraine Campbell
Recording Secretary

February 17, 2004

TO: John Szerlag, City Manager

FROM: John M. Lamerato, Assistant City Manager/Finance & Administration
Jeanette Bennett, Purchasing Director
Sandra Kasperek, City Treasurer

RE: **Agenda Item** – Standard Purchasing Resolution 3: Exercise Renewal Option – Printing 2004 Summer/Winter Tax Bills

EXPLANATION

City management has recommended the contract option be renewed with the low bidder, CDCI / SourceLink, to provide printing services for the 2004 summer/winter tax bills. Analysis of the process reveals the services required under this contract utilize specialized equipment and trained operators. Essentially, the vendor accepts and converts data electronically to a basic form layout, which requires data processors and programmers. The data is stored in a secure environment, then Cass certified and laser printed onto pre-printed master forms. The tax bills are then presorted, folded, inserted into envelopes, sealed, and mailed.

The contract was intentionally established for one year with an option to renew, so we could be sure the contractor could perform the work as specified. The chance for errors is greatly reduced after a vendor has done a complete billing cycle and understands the logic behind the data formatting. Printing services of this nature are generally done by large printing operations. The City receives better pricing when it can take advantage of economies of scale. As an example, the paper and envelope stock is bought in large quantities to satisfy yearly requirements. The #10 and #9 envelopes are printed in advance and warehoused until needed. CDCI / SourceLink buys similar stock for other accounts they have with the Internal Revenue Service, the State of Connecticut, Vietnam Veterans of America, and the Red Cross.

One hundred-eight (108) bids were originally mailed in this solicitation. Three (3) bid responses were received and nine (9) companies chose not to bid because they did not have the proper equipment to complete the work. A statement of no bid was received from: University Lithoprinters, Gemini Systems, RB Printing Service, Dearborn Lithograph, Arbor Press, Johnston Lithograph, PrintPro-USA, The Mirror Newspapers, and International Minute Press.

January 28, 2004

TO: John Szerlag, City Manager

FROM: John M. Lamerato, Assistant City Manager/Finance & Administration
Jeanette Bennett, Purchasing Director
Sandra Kasperek, City Treasurer

Re: Agenda Item – Standard Purchasing Resolution 3: Exercise Renewal Option – Printing 2004 Summer/Winter Tax Bills

RECOMMENDATION

On February 17, 2003, City Council approved a contract to provide printing services for the 2003-summer/winter tax bills with an option to renew for one additional tax year to the low bidder, CDCI / SourceLink (Council Resolution #2003-02-092). It is recommended that the City exercise the option to renew for one (1) additional tax year with CDCI / SourceLink, for an estimated total cost of \$9,510.00, plus the actual cost of first class postage, under the same prices, terms and conditions to expire December 31, 2004.

DESCRIPTION	PRICE/BILLING
TAX BILLS:	
Information Statement	\$245.00
Tax Statement	\$710.00
Laser Imprint Face of Statement	\$1,375.00
#10 Standard Window Envelope	\$750.00
#9 Reply Envelope	\$515.00
FULFILLMENTS:	
Information Statement	\$300.00
Tax Statement	\$780.00
Set-Up & Transmission Charge	\$ 80.00
ESTIMATED GRAND TOTAL	\$9,510.00

MARKET SURVEY

A market survey conducted by the Purchasing Department indicates no change in market conditions from last year and concurs with the recommendation to exercise the option to renew for one additional year.

BUDGET

Funds will be available to complete this project in the Treasurer's operating budget for postage and printing.

January 27, 2004

TO: Jeanette Bennett
Purchasing Director

FROM: Susan Leirstein, CPPB *SL*
Purchasing Systems Administrator

RE: MARKET SURVEY – SUMMER / WINTER TAX BILLS

WHITLOCK BUSINESS SYSTEM LAWRENCE WERNER (248) 548-1040

Per my conversation with Larry on Tuesday, January 27, 2004, he indicated the market is comparable to 2003, prices are stagnant, and there have been no processing changes.

J&M REPRODUCTION GARY HOFFMAN (248) 588-8100

Gary stated there would be very little change in the processing of variable data printed in black ink. His niche is variable color capacity and duplex capability. There have been no great innovations and additional savings to be derived in the way the City processes its tax bills.

Based upon the above comments, the Purchasing Department recommends the City pursue the option to renew the contract to provide printing services for the summer/winter tax bills to the lowest bidder, Commercial Data Center, Inc. under the same prices, terms, and conditions as the 2003 contract, expiring December 31, 2004.

Susan A Leirstein

From: Marla S Moseley
Sent: Tuesday, January 20, 2004 8:25 AM
To: Susan A Leirstein
Subject: FW: tax bills

-----Original Message-----

From: Jeannine Peters [mailto:jpeters@commdata.com]
Sent: Monday, January 19, 2004 11:11 AM
To: moseleym@ci.troy.mi.us
Cc: Karen Ravas; Amy Williams; James Beckman
Subject: tax bills

Marla,

This is to verify our conversation this morning regarding the renewal of order number 20200779 000 OB (Summer/Winter Tax Bills). SourceLink would be happy to renew this contract for one additional year with the same pricing and terms as contained in the original order.

Jeannine M. Peters

CDCl/SourceLink
3303 West Tech Rd.
Miamisburg, OH 45342
P. (937) 885-8000 X139
F. (937) 885-8010
www.cdcisourcelink.com
jpeters@commdata.com

E-10 Acceptance of (5) Permanent Easements – Robertson East, L.L.C. (Chatfield Commons)

Resolution #2003-02-091-E-10

RESOLVED, That the permanent easements for emergency road access, clear vision, site clearance, drainage, water main, storm sewer, sanitary sewer, and sidewalk, all being part of the Chatfield Commons Condominium Development are hereby **ACCEPTED**; and

BE IT FURTHER RESOLVED, That the City Clerk is hereby directed to **RECORD** said documents with the Oakland County Register of Deeds, a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

E-11 Standard Purchasing Resolution 3: Exercise Renewal Option – Wiring Contract

Resolution #2003-02-091-E-11

WHEREAS, On August 6, 2001, a two-year contract with an option to renew for two additional years to provide voice/data cabling services was awarded to Hi-Tech Systems Service, Inc. (Resolution #2001-08-394-E-2); and

WHEREAS, Hi-Tech Systems Service, Inc. has agreed to exercise the two-year option to renew under the same prices, terms, and conditions.

NOW, THEREFORE, BE IT RESOLVED, That the option to renew the contract is hereby **EXERCISED** with Hi-Tech Systems Service, Inc. to provide voice/data cabling services under the same contract prices, terms, and conditions expiring March 19, 2005.

ITEMS TAKEN OUT OF ORDER

E-4 Rejection of Bids – 2003 Summer & Winter Tax Bills

Resolution #2003-02-092

Moved by Lambert

Seconded by Pryor

RESOLVED, That a contract to provide Printing Services for the 2003 Summer/Winter Tax Bills with an option to renew for one additional tax year is hereby **AWARDED** to the low bidder, CDCI / SourceLink at unit prices contained in the bid tabulation opened December 17, 2002, a copy of which shall be **ATTACHED** to the original Minutes of this meeting at an estimated cost of \$9,510.00, plus the actual cost of first class postage.

Yes: Pryor, Beltramini, Broomfield, Eisenbacher, Howrylak, Lambert

Absent: Pallotta

MOTION CARRIED

February 17, 2003

TO: The Honorable Mayor and City Council

FROM: John Szerlag, City Manager
John M. Lamerato, Assistant City Manager/Finance and Administration
Jeanette Bennett, Purchasing Director
Nancy L. Aguinaga, City Treasurer

SUBJECT: Standard Purchasing Resolution 1: Award to Low Bidder
2003 Summer/Winter Tax Bills

EXPLANATION

Upon clarifying the different postal rates used by the vendors, we were able to determine the actual postage cost contained in their bid. By removing the postage cost in each bid, we were able to isolate the cost of the printing services for the tax bills. Based upon this re-calculation, CDCI / SourceLink is the low bidder.

It is recommended that the contract be awarded to CDCI / SourceLink at an estimated cost of \$9,510.00 per year, plus the actual cost of postage.

February 7, 2003

TO: The Honorable Mayor and City Council

FROM: John Szerlag, City Manager
John M. Lamerato, Assistant City Manager/Finance and Administration
Jeanette Bennett, Purchasing Director
Nancy L. Aguinaga, City Treasurer

SUBJECT: Rejection of Bids – 2003 Summer & Winter Tax Bills

RECOMMENDATION

On Tuesday, December 17, 2002, three completed bids were received for Printing Services of the 2003 Summer & Winter Tax Bills. This project included forms, laser printing, folding and inserting in envelopes, presorting and postage. It is recommended the bids be rejected and the project be re-bid immediately under revised specifications.

BACKGROUND

It has been determined that a misunderstanding resulted from the postage specifications in the bid document. Therefore, confusion resulted and the three bidders quoted the project differently. Staff recommends revising and clarifying the bid document to eliminate any confusion by the bidders. It should be noted that postage could not be isolated without materially changing bid prices. Therefore, the process could not be salvaged. Staff has concluded that a re-bid is necessary.

108 Bids Sent
3 Bid Responses Rec'd
9 No Bids

Prepared by Marla Moseley, Account Clerk II

VENDOR NAME:

* COMMERCIAL	WHITLOCK	J&M REPRODUCTION
DATA CENTER INC	BUSINESS SYSTEMS	
7838		650150167
\$3,000	ON FILE	\$3,000

CHECK #:
 CHECK AMOUNT:

PROPOSAL-- PRINTING SERVICES FOR THE 2003 SUMMER/WINTER TAX BILLS WITH OPTION TO RENEW FOR ONE ADDITIONAL TAX YEAR.

LASER PRINTED TAX BILLS FOR JULY & DECEMBER			
EST QTY (Per Billing)			
Information Statement			
10,000 Complete for the sum of:	\$245.00 /BILLING	\$285.00 /BILLING	\$494.00 /BILLING
Tax Statement			
29,000 Complete for the sum of:	\$710.00 /BILLING	\$827.00 /BILLING	\$901.00 /BILLING
Laser Imprint Face of Statement			
35,000 Complete for the sum of:	\$1,375.00 /BILLING	\$1,505.00 /BILLING	\$1,653.75 /BILLING
ENVELOPES			
35,000 #10 Standard Window Envelope			
Complete for the sum of:	\$750.00 /BILLING	\$ 840.00 /BILLING	\$1,206.00 /BILLING
25,000 #9 Reply Envelopes			
Complete for the sum of:	\$515.00 /BILLING	\$595.00 /BILLING	\$794.00 /BILLING
FULFILLMENTS			
10,000 Information Statement			
Complete for the sum of:	\$300.00 /BILLING	\$350.00 /BILLING	\$337.50 /BILLING
25,000 Tax Statement			
Complete for the sum of:	\$780.00 /BILLING	\$900.00 /BILLING	\$843.75 /BILLING
SET-UP & TRANSMISSION CHARGE			
Complete for the sum of:	\$80.00 /BILLING	\$125.00 /BILLING	\$945.00 /BILLING
PRESORT, POSTAGE, & DELIVER TO POST OFFICE			
35,000 Complete for the sum of:	\$7,950.00 /BILLING	\$9,200.00 /BILLING	\$10,225.25 /BILLING
	.227/PC	.263/PC	.28/PC
LESS: POSTAGE	(\$7,950.00) BULK RATE	(\$9,200.00) FIRST CLASS	(\$9,800.00) FIRST CLASS
ESTIMATED TOTAL:	\$4,755.00	\$5,427.00	\$7,600.25
ESTIMATED GRAND TOTAL:	* \$9,510.00	\$10,854.00	\$15,200.50
(plus first class postage)			
COMPLETION SCHEDULE:			
CAN MEET	X	X	X
CANNOT MEET			
SIMILAR PROJECT: ATTACHED	X	X	X
NOT ATTACHED			
TERMS:	1% 10 DAYS	NET 30 DAYS	NET 30
WARRANTY:	BLANK	BLANK	BLANK
DELIVERY/COMPLETION	10 CALENDAY DAYS		
EXCEPTIONS:	BLANK	BLANK	BLANK

- NO BIDS:
- University Lithoprinters
 - Gemini Systems Inc
 - RB Printing
 - Dearborn Lithograph Inc
 - Arbor Press Inc
 - Johnston Lithograph Inc
 - Print Pro
 - Mirror Newspaper
 - International Minute Press

* DENOTES LOW BIDDER

Jeanette Bennett
 Jeanette Bennett

ATTEST:
 Marla Moseley
 M Aileen Bittner
 Linda Bockstanz

360 SERVICES
12623 NEWBURGH ROAD
LIVONIA MI 48150

A&R TECH INC
19500 MIDDLEBELT RD STE 112W
LIVONIA MI 48152

ACCELERATED PRESS INC
1337 PIEDMONT DRIVE
TROY MI 48083

ADVANCE PRINT AND DESIGN
1026 MAPLELAWN DRIVE
TROY MI 48084

ADVANCE PRINTERY
28832 JOHN R
MADISON HEIGHTS MI 48071

ADVANCE REPRODUCTION COMPANY
5808 ST JEAN
DETROIT MI 48213

ALLEGRA PRINT & IMAGING
1800 W MAPLE RD
SUITE 400
TROY MI 48084-7104

ALPHA SERVICES
22967 WOODWARD
FERNDALE MI 48220

AMERICAN PRINTING SERVICES INC
4838 CLIFFSIDE DRIVE
WEST BLOOMFIELD MI 48323

AMERICAN SPEEDY PRINTING
34266 WOODWARD AVENUE
BIRMINGHAM MI 48009

AMERICAN SPEEDY PRINTING CENTER
7510 HIGHLAND RD
WATERFORD MI 48327

AMERICAN SPEEDY PRINTING CENTER
28841 SOUTHFIELD ROAD
LATHRUP VILLAGE MI 48076

ANGELOSANTE PRINT & GRAPHICS
4095 EMERALD PINES DRIVE
WALLED LAKE MI 48390

ARBOR PRESS INC
4303 NORMANDY CT
ROYAL OAK MI 48073

CALDWELL PRINTING
33490 GROESBECK
FRASER MI 48026

CDCI
3303 WEST TECH ROAD
MIAMISBURG OH 45342

COLOR EXPRESS
5365 CROOKS ROAD
TROY MI 48098

COLOR SOURCE GRAPHICSS
2820 INDUSTRIAL ROW
TROY MI 48084

COMMERCIAL GRAPHICS INC
42712 MOUND ROAD
STERLING HEIGHTS MI 48314

COMPTON PRINTING COMPANY
23689 RESEARCH DRIVE
FARMINGTON HILLS MI 48335

COMPUTER COMPOSITION CORPORATION
1401 W GIRARD
MADISON HEIGHTS MI 48071

CPI GRAPHICS INC
3366 REMY DRIVE
LANSING MI 48906

CREATIVE HOUSE MARKETING
222 MAIN STREET
SUITE 111
ROCHESTER MI 48307

CSW DESIGNS INC
1719 SYCAMORE
ROYAL OAK MI 48073

CUSTOM PRINTING
32701 JOHN R
MADISON HEIGHTS MI 48071

DE ANGELIS PRINTING
209 PARK ST
TROY MI 48083

DEARBORN LITHOGRAPH INC
12380 GLOBE
LIVONIA MI 48140

DELTA PRINTING COMPANY INC
1200 E OAKLAND
LANSING MI 48906

DIVERSIFIED DATA & COMMUNICATIONS INC
10811 NORTHEND
FERNDALE MI 48220

DORRS REPRODUCTIONS
ROBERT DORR SR
900 CHICAGO
TROY MI 48083

ECON MARKETING SERVICES INC
1825 BIRCHWOOD DRIVE
TROY MI 48083

EFFECTIVE MAILERS INC
28510 HAYES ROAD
ROSEVILLE MI 48066-2314

EGT GROUP
32031 TOWNLEY
MADISON HEIGHTS MI 48071

ENTIRE REPRODUCTIONS
2950 TECHNOLOGY DRIVE
ROCHESTER HILLS MI 48309

FIDLAR DOUBLEDAY INC.
6255 TECHNOLOGY AVENUE
KALAMAZOO MI 49009

FIRST EDITION GRAPHICS
1847 N MAIN
ROYAL OAK MI 48073

FUDGE BUSINESS FORMS INC
1163 CENTRE ROAD
AUBURN HILLS MI 48326

GEMINI FORMS & SYSTEMS INC
1902 ROCHESTER INDUSTRIAL
ROCHESTER HILLS MI 48309

GOODWILL PRINTING COMPANY
2000 W 8 MILE RD
FERNDALE MI 48220

GRACON WESSERLING INC
20768 HARPER AVE
HARPER WOODS MI 48225

GRAND RIVER PRINTING
22153 TELEGRAPH
SOUTHFIELD MI 48034

GRAYWOLF PRINTING
757 SOUTH ETON
BIRMINGHAM MI 48009

HORIZON HEALTH SYSTEMS
1 FORD PL
DETROIT MI 48202-3450

IBS
ATTN: CHRIS CROWDER
P.O. BOX 11608
PENSACOLA FL 32524-1608

ICON CORPORATION
202 E HURON STE 100
ANN ARBOR MI 48104

IMP PRINTING - WALLED LAKE
3718 MARTIN ROAD
WALLED LAKE MI 48390

IMPACT GRAPHICS & PRINTING
408 OLIVER
TROY MI 48083

INHOUSE PRINTER
1061 BADDER
TROY MI 48083

INNOVATIVE COMPUTER SERVICES INC
P O BOX 24192
LANSING MI 48909-4192

INTERNATIONAL MINUTE PRESS
1800 WEST FOURTEEN MILE
ROYAL OAK MI 48073

IT UNLIMITED
29350 SOUTHFIELD
SOUTHFIELD MI 48076

J & M REPRODUCTION CORPORATION
1200 ROCHESTER ROAD
TROY MI 48083

J & M REPRODUCTIONS
1200 ROCHESTER RD
TROY MI 48083

JOHNSTON LITHOGRAPH INC
11334 HUNT ST
ROMULUS MI 48174-0424

K & H SPECIALTIES CO
4520 W WARREN
WARREN MI 48210

LAKESHORE PRINTING
46912 NORTH GRATIOT
CHESTERFIELD TWP MI 48051

LASERTEC
33472 STERLING PONDS BLVD
STERLING HEIGHTS MI 48312-5808

LASON SYSTEMS INC
1305 STEPHENSON HIGHWAY
TROY MI 48083

LITHO PHOTO INC
19795 MERIDIAN ROAD
GROSSE ILE MI 48138

MALOVER INK INC
330 E MAPLE RD SUITE 1
TROY MI 48083-2706

MARY FOUNTAS BESHARA
4760 WHITE OAKS
TROY MI 48098

MASTRO GRAPHICS INC
1026 MAPLELAWN
TROY MI 48084

MATRIX PRINTING
4785 25TH MILE
SHELBY TWP MI 48316-1600

MAYS PRINTING
15800 LIVERNOIS
DETROIT MI 48238

METRO PROMOTIONAL SPECIALTIES
1219 E LINCOLN
ROYAL OAK MI 48067

MIAMI SYSTEMS CORPORATION
29200 SOUTHFIELD ROAD
SUITE 100-A
SOUTHFIELD MI 48076

MORAN GRAPHICS
1888 THUNDERBIRD
TROY MI 48084

MSX INTERNATIONAL TECHNOLOGY SERVICES
1464 JOHN A PAPALAS DR
LINCOLN PARK MI 48146

MSX INTL TECHNOLOGY SERVICES INC
1464 JOHN A PAPALAS DRIVE
DETROIT MI 48146

NEALSON BUSINESS SYSTEMS INC
21415 CIVIC CENTER DR
SUITE 116
SOUTHFIELD MI 48076

NORTH STAR GRAPHICS GROUP LLC
47010 MAIN STREET
NORTHVILLE MI 48167

NORTHWESTERN PRINTING COMPANY
17825 RYAN
DETROIT MI 48212

NUTECH GRAPHICS
2660 AUBURN ROAD
AUBURN HILLS MI 48326

OAKLAND PRINTING SERVICES, INC
1754 MAPLELAWN
TROY MI 48084

PHOENIX PRESS
1775 BELLINGHAM DRIVE
TROY MI 48083-2056

PLS PRINTING AND LABEL SPECIALISTS
145 E PIKE STREET
PONTIAC MI 48342

POPCORN PRESS
2719 ELLIOTT STREET
TROY MI 48083

PREMIER DESIGN STUDIO
123 S MAIN STE 260
ROYAL OAK MI 48067

PRINT MAX dba BCI GROUP
1734 CROOKS ROAD
TROY MI 48084

PRINTING BY MARC
26595 FRANKLIN POINTE DRIVE
SOUTHFIELD MI 48034

PRINTPRO
2211 COLE STREET
BIRMINGHAM MI 48009-7073

PRINTWELL ACQUISITIONS INC
26975 NORTHLINE ROAD
TAYLOR MI 48180

RB PRINTING SERVICE
P O BOX 36
TROY MI 48099

REYNOLDS & REYNOLDS CO
24800 DENSO DRIVE STE 170
SOUTHFIELD MI 48034

ROBOT PRINTING INC
12085 DIXIE
REDFORD MI 48239

ROCKET IMAGING SERVICES
445 ELMWOOD DRIVE
TROY MI 48083-4802

SEIFERT CITY-WIDE PRINTING CO
24640 TELEGRAPH RD
SOUTHFIELD MI 48034

SELECT GRAPHICS CORPORATION
24024 GIBSON
WARREN MI 48089

SIR SPEEDY COMMERCIAL PRINTING DIVISION
1270-A RANKIN STREET
TROY MI 48083

SPECTRUM 3 ADVERTISING AND DESIGN
15570 OPORTO STREET
LIVONIA MI 48154-6225

STEPHEN'S NU-AD INC
17630 E 10 MILE
EASTPOINTE MI 48021

THE MIRROR NEWSPAPERS
1523 N MAIN
ROYAL OAK MI 48067

THE PRINT FACTORY
329 PARK STREET
TROY MI 48083

TOTAL BUSINESS SYSTEMS, INC
30800 MONTPELIER
MADISON HEIGHTS MI 48071

TRANSWORLD PRINTING
1179 SYLVERTIS RD
WATERFORD MI 48328

UNIVERSITY LITHOPRINTERS
4150 VARSITY DR
ANN ARBOR MI 48108

WALLACE COMPUTER SERVICES
3290 W BIG BEAVER #250
TROY MI 48084

WEB LITHO INC
6580 COTTER
STERLING HEIGHTS MI 48314

WEST METRO PRINTING CO
33100 INDUSTRIAL
LIVONIA MI 48150

WHITLOCK BUSINESS SYSTEMS
275 E 12 MILE RD
MADISON HEIGHTS MI 48071-2557

WINTOR-SWAN ASSOCIATES INC
1614 CLAY AVENUE
DETROIT MI 48211

WOLVERINE MAILING INC
1601 CLAY STREET
DETROIT MI 48211

WRIGHT COMMUNICATIONS
1233 CHICAGO
TROY MI 48083

YATES OFFICE SUPPLY CO
18225 W 8 MILE ROAD
DETROIT MI 48219

February 17, 2004

TO: John Szerlag, City Manager

FROM: Gary A. Shripka, Assistant City Manager/Services
Jeanette Bennett, Purchasing Director
Carol K. Anderson, Director of Parks and Recreation

SUBJECT: **Agenda Item**- Standard Purchasing Resolution #1: Bid Award –
Mowers and Miscellaneous Equipment Less Trade-Ins

EXPLANATION

City management has recommended a contract be awarded to the sole bidder, WF Miller Company to purchase mowers and miscellaneous golf course equipment less trade-ins. A survey of previous suppliers was conducted to establish the reasons for their lack of interest. It was found that one vendor has multiple locations and the invitation to bid was not forwarded to the proper person in a timely manner within the organization. The second vendor chose not to respond, as the utility vehicles they offer would not fit across the bridges at the golf course.

In addition, a review of the mower specifications found them not to be restrictive to preclude any distributor of the major manufacturing companies from submitting a bid.

Even though we include a statement of no bid form with our bid documents, vendors do not always respond to this inquiry.

February 3, 2004

TO: John Szerlag, City Manager

FROM: Gary A. Shripka, Assistant City Manager/Services
Jeanette Bennett, Purchasing Director
Carol K. Anderson, Director of Parks and Recreation

SUBJECT: Agenda Item- Standard Purchasing Resolution #1: Bid Award –
Mowers and Miscellaneous Equipment Less Trade-Ins

RECOMMENDATION

Bid proposals were opened November 12, 2003, to furnish mowers and miscellaneous golf course equipment less trade-ins. City management recommends that a contract be awarded to the sole bidder, W. F. Miller Company for an estimated net total cost of \$47,902.00, at unit prices contained in the attached bid tabulation.

In addition, staff recommends rejection of Item #3, self-contained turf sprayer, due to budgetary limitations. A qualified trade-in bid was received for Item #1, the 1991 Toro/Hahn Turf Sprayer. However, this unit shall be omitted from the optional trade-in allowance. The sprayer unit will be left in service to address our seasonal spraying needs, until funds are available to initiate the purchase of a replacement unit.

W. F. Miller Company, P. O. Box 605, Novi, Michigan 48376-0605

Item #1

QTY	Description	Price
1	Triplex Riding Greensmower	\$15,952.00

Item #2

QTY	Description	Price
5	Medium Duty Utility Vehicles @ \$6,860 each	\$34,300.00
	TOTAL	\$50,252.00

Optional Trade-in Equipment Allowances:

QTY	Description	Price
1	1985 Cushman Turf Truckster w/100 gallon Turf Sprayer	-\$750.00
3	1995 EZ-Go Model 804-D Utility Vehicles	-\$900.00
1	1996 EZ-Go Model 804-D Utility Vehicle	-\$400.00
1	1986 Cushman Turf Truckster	-\$300.00
	TOTAL TRADE-INS	-\$2350.00
	NET TOTAL ALL AWARDED ITEMS	\$47,902.00

February 3, 2004

To: John Szerlag, City Manager

Re: Bid Award – Mowers & Misc Golf Course Equipment Less Trade-Ins

SUMMARY

Even though only one bid was received, a brief overview of the market and review of previous purchases of like equipment indicate the prices bid are at fair market value. The purchases will replace equipment due to come out of service from Sylvan Glen Golf Course. In addition, qualified bids were received for all optional equipment being traded-in. It is therefore in our best interest to accept the trade-in allowances for the used equipment with the exception of the turf sprayer.

The purchase of Item #3, a self-contained turf sprayer unit, shall be rejected due to limited available capital funds. The optional trade-in allowance offered on the 1991 Toro/Hahn Turf Sprayer unit shall also be rejected. Our presently owned turf sprayer unit will be left in service to handle our seasonal spraying needs. Procurement of a replacement unit shall be budgeted in the next fiscal year capital equipment account.

BUDGET

Funds for these purchases are currently available in the Sylvan Glen Golf Course Capital Account #788.7978.010.

33 Vendors Notified on MITN System

1 Bid Response Received

Prepared by: Marvin Ash, Superintendent of Greens

Opening Date -- 11-12-03
 Date Prepared -- 2/2/04

CITY OF TROY
 BID TABULATION
 MISC GOLF EQUIPMENT - LESS TRADE INS

VENDOR NAME:

* WF MILLER CO			

PROPOSAL-- FURNISH MOWER AND MISCELLANEOUS GOLF COURSE EQUIPMENT LESS OPTIONAL TRADE-IN EQUIPMENT IN ACCORDANCE WITH THE SPECIFICATIONS

ITEM #1

QTY DESCRIPTION

1 TRIPLEX RIDING GREENSMOWER
COMPLETE FOR THE SUM OF:

* \$ 15,952.00

QUOTING ON MODEL:
 MANUFACTURED BY:

G-PLEX III
 JACOBSEN

ITEM #2

QTY DESCRIPTION

5 MEDIUM-DUTY UTILITY VEHICLES
UNIT PRICE
COMPLETE FOR THE SUM OF:

\$ 6,860
 * \$ 34,300.00

QUOTING ON MODEL:
 MANUFACTURED BY:

2200 G-SE GAS
 CUSHMAN

ITEM #3

QTY DESCRIPTION

1 SELF-CONTAINED 160 GALLON TURF SPRAYER
COMPLETE FOR THE SUM OF:

\$ 24,832.00

QUOTING ON MODEL:
 MANUFACTURED BY:

1602-P
 SMITH COMPANY

RECOMMEND REJECTION ITEM #3

TRADE-INS

- One (1) Ea 1991 Toro/Hahn Model 418 Multi-Pro 160 Gallon Turf Sprayer
- One (1) Ea 1985 Cushman Three-Wheel Turf Truckster w/1979 Smithco Model 109, 100 Gallon Turf Sprayer
- Three(3) Ea 1995 E Z-Go Model 804-D Gas Utility Vehicles
- One (1) Ea 1996 E Z-Go Model 804- Gas Utility Vehicle w/Dump Box
- One (1) Ea 1986 Cushman Three-Wheel Turf Truckster w/Hydraulics & Dump Box

\$ (1,000.00) - RECOMMEND REJECTION TURF SPRAYER
 \$ (750.00)
 \$ (900.00)
 \$ (400.00)
 \$ (300.00)

NET TOTAL ALL TRADE-INS:

* \$ (2,350.00)

NET TOTAL AWARDED ITEMS:

* \$ 47,902.00

Opening Date -- 11-12-03
 Date Prepared -- 2/2/04

CITY OF TROY
 BID TABULATION
 MISC GOLF EQUIPMENT - LESS TRADE INS

VENDOR NAME:		*	WF MILLER CO			
DESCRIPTIVE LITERATURE		Yes or No Marked ___	BLANK			
SERVICE/PARTS:		Location:				
		Inventory of Replacement:				
		Hrs of Operation	MISSING			
		Commence within	PAGE			
TERMS:			30			
WARRANTY:			2 YEARS			
DELIVERY DATE:			BLANK			
EXCEPTIONS:			BLANK			

ATTEST:
 Marvin Ash
 Cheryl Morrell
 Linda Bockstanz

* DENOTES SOLE BIDDER

 Jeanette Bennett
 Purchasing Director



[Click Here to Return to the MITN Administration Main Menu](#)

Downloading History for ITB-COT 03-30 Course Eqm

The report below shows all fax and e-mail vendors that matched this document when it was originally issued. It also shows all vendors that have downloaded or ordered the document and any subsequent amendments as of 2/2/2004.

Document Title:	Golf Course Equipment w/ Trade-Ins
Date Issued:	10/22/2003
Close Date:	11/12/2003

Click on the table headings for "Account Number" or "Company name" to re-sort this report by that column. You may also click on any vendor account number to view their account information.

Acct #	Company Name	Service	Date Obtained Document	Date Obtained Amendments
12964	Ajax Materials Corporation	E-mail	10/27/2003	
10549	Automated Mailing Solutions	Free	11/3/2003	
14182	B2 INC	Free	10/30/2003	
11697	BILLINGS LAWN EQUIPMENT	E-mail		
10869	CES	Free	10/29/2003	
14019	Cornerstone Landscape Design, Inc.	E-mail		
10330	D&G EQUIPMENT	E-mail	11/12/2003	
10123	Dean Sellers Ford	Free	10/28/2003	
12478	Foote Tractor, Inc.	Free	10/28/2003	
12684	HEIGHTS MACHINERY	E-mail		
14226	Hersch's Wholesale	E-mail		
11766	HES STALLINGS-JULIEN SALES & SERVICE	E-mail		
12648	Husqvarna Forest & Garden Company	E-mail	10/29/2003	
11604	Hyde Equipment Co.	Fax		
10253	Industrial Vehicle & Turf Sales	E-mail	10/24/2003	
14568	J & R FARM TRACTOR CO	E-mail	10/23/2003	
14945	John Deere Landscapes	E-mail	11/11/2003	
12290	Kent Power Inc.	E-mail		
10767	Lesco Inc.	E-mail		

13464	Loch Le Monde Landscapes	Free	10/24/2003	
13084	MER-WIL INDUSTRIES	E-mail		
10255	MUNN TRACTOR SALES, INC	E-mail		
11936	Northside True Value Hardware	Fax		
14125	Perfection Plus Landscaping & Snow Removal	E-mail		
10472	ROCHESTER LAWN EQUIPMENT	E-mail		
13730	SMART Management Group, LLC	E-mail		
12969	stokes&stokessnowremoval&landscapingco.	E-mail		
10113	Sullivan Corporation	Free	10/24/2003	
10817	The Grasshopper Company	E-mail		
14709	Thesier Equipment Company	Free	10/27/2003	
12398	United Rentals	Free	11/9/2003	
11913	W.F. MILLER COMPANY	E-mail	10/23/2003	
14785	Weingartz	E-mail	11/11/2003	

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[Return to Report Menu](#)

February 18, 2004

TO: John Szerlag, City Manager

FROM: Gary A. Shripka, Assistant City Manager/Services
Jeanette Bennett, Purchasing Director
Carol Anderson, Parks & Recreation Director
Timothy L. Richnak, Public Works Director

RE: **Agenda Item** – Standard Purchasing Resolution 3: Option to Renew –
Outdoor Lighting Maintenance Contract

ADDITIONAL INFORMATION

A market survey has been completed as requested, and it's in the best interest of the City to exercise the option to renew the contract with the low bidder, Allied Signs, Inc. for an additional two years to provide Outdoor Lighting Maintenance.

Two of the three vendors contacted in the market survey operate union shops and cannot be competitive with this type of contract. The third vendor would still have to increase his labor costs to cover the rising costs of insurance.

January 30, 2004

To: John Szerlag, City Manager

From: Gary A. Shripka, Assistant City Manager/Services
Jeanette Bennett, Purchasing Director
Carol Anderson, Parks & Recreation Director
Timothy Richnak, Public Works Director

Re: Agenda Item – Standard Purchasing Resolution 3: Option to Renew –
Outdoor Lighting Maintenance Contract

RECOMMENDATION

On July 8, 2002, the Troy City Council approved a two-year contract to provide Outdoor Lighting Maintenance with an option to renew for two additional years to the low bidder, Allied Signs Inc., for an estimated total contract cost of \$52,350.00 plus (25%) of the contract amount for changes in the quantity of work. (Resolution # 2002-07-399-E-5 and #2003-11-571).

City management recommends renewing the contract for outdoor lighting maintenance for an additional two (2) years. Allied Signs Inc. has agreed to the renewal through mutual consent of both parties under the same prices, terms, and conditions as years 2002-2004. (Letter attached) The contract would expire June 30, 2006. The quality and service provided by Allied Signs Inc. meets or exceeds the bid specifications.

SUMMARY Pricing Structure –

DESCRIPTION	UNIT PRICE
Call Out	\$95.00
Replace Lamp	\$25.00
Replace Ballast	\$65.00
Replace Starter	\$35.00
Replace Fuse	\$30.00
Replace Lens	\$35.00
Replace Photo Cell	\$30.00
Replace Breakers	\$30.00
Tighten & Lubricate Anchor Bolts, Horizontal Refractors, Glass etc	\$60.00

MARKET SURVEY

A market survey was not deemed necessary, as the overall pricing structure for Allied Signs Inc., is 35% less than the next low bidder.

BUDGET

Funds are available in the Public Works Street Light Maintenance account # 448.7802.150, and Parks account #759.7802.070 for any lighting work done on the athletic fields.



500 West Big Beaver
Troy, Michigan 48064
Fax: (248) 524-0851
www.ci.troy.mi.us

December 17, 2003

Area code (248)

Assessing
524-3311

Bldg. Inspections
524-3344

Bldg. Operations
524-3368

City Clerk
524-3316

City Manager
524-3330

Community Affairs
524-1147

Engineering
524-3383

Finance
524-3411

Fire-Administration
524-3419

Human Resources
524-3339

Information Technology
619-7279

Law
524-3320

Library
524-3545

Parks & Recreation
524-3484

Planning
524-3364

Police-Administration
524-3443

Public Works
524-3370

Purchasing
524-3338

Real Estate & Development
524-3498

Treasurer
524-3334

General Information
524-3300

ATTN: Randy Schmitt
Allied Signs Inc.
33650 Giftos Drive
Clinton Township, Mi 48035

Dear Mr. Schmitt:

On July 8, 2002, the City of Troy entered into contract 20300056-OB with Allied Signs, Inc to provide two (2) year requirements of street, parking lot, and athletic field light maintenance. This contract contained an option to renew for an additional two (2) years through mutual consent of both parties, within 60 days of contract termination under the same prices, terms, and conditions as year 2003-2004.

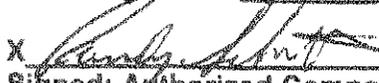
Please fax this letter back indicating if Allied Signs, Inc. wishes to renew this contract until June 30, 2006. Our fax number is (248) 524-3520. It should be understood that this request to renew the contract is subject to a favorable market survey. A request by City staff to determine the successful bidder's interest in renewing the contract in no way obligates the City. The option cannot be exercised without Troy City Manager and City Council approval and a blanket purchase order issued.

If you have any questions please call me at (248) 524-3595.

CHECK ONE:

Allied Signs Inc. is interested in renewing the contract under the same prices, terms, and conditions:

Allied Signs Inc. is not interested in renewing the contract:

X 
Signed: Authorized Company Representative

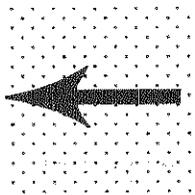
Date: December 19, 2003

Thank you,
Marina Basta Farouk
Project Construction Manager

No: None
Absent: Stine

F-4 Amendment #1 – Allied Signs, Inc. – Outdoor Lighting Maintenance Contract

Resolution #2003-11-571
Moved by Lambert
Seconded by Beltramini



WHEREAS, A two-year contract to provide Outdoor Lighting Maintenance with an option to renew for an additional two years was awarded to the low bidder, Allied Signs, Inc. on July 8, 2002, at an estimated total cost of \$52,350.00 for the two years plus (25%) of the contract for changes in the quantity of work (Resolution #2002-07-399-E-5); and

WHEREAS, It is recommended that the contract be amended to include amounts over the authorized 25% for work to be completed by June 30, 2004.

NOW, THEREFORE, BE IT RESOLVED, That the contract is hereby **AMENDED** to provide for additional Outdoor Lighting Maintenance at an estimated cost of \$25,489.00.

Yes: All-6
No: None
Absent: Stine

F-5 Troy v. Livernois Road Partners (3450 Livernois)

Resolution #2003-11-572
Moved by Beltramini
Seconded by Howrylak

RESOLVED, That the City of Troy City Council **APPROVES** the proposed consent judgment in the City of Troy v. Livernois Road Partners condemnation case, and **AUTHORIZES** payment in the amount stated therein, and further **AUTHORIZES** the City Attorney's Office to **EXECUTE** the consent judgment, a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

Yes: All-6
No: None
Absent: Stine

F-6 Troy v. Nawrocki et. al. (39155 Dequindre Road)

Resolution #2003-11-573
Moved by Eisenbacher
Seconded by Beltramini

E-3 City of Troy Proclamation:

Resolution #2002-07-399-E-3

RESOLVED, That the following City of Troy Proclamation, be approved:

(a) 8th Annual Troy Food Fight on Big Beaver and Beyond

E-4 Standard Purchasing Resolution 1: Award to Low Bidder – Sidewalk Gap Program

Resolution #2002-07-399-E-4

RESOLVED, That a contract to provide construction for the Sidewalk Gap Program is hereby awarded to the low bidder, Lacaria Construction, Inc., at unit prices contained in the bid tabulation opened June 5, 2002 at an estimated total cost of \$236,335.00, which includes \$168,230.00 for South Blvd/Beach Road and \$68,105.00 for the John R Project; a copy of which shall be attached to the original Minutes of this meeting.

BE IT FURTHER RESOLVED, That the award is contingent upon contractor submission of properly executed bid and contract documents, including bonds, insurance certificates and all other specified requirements; and if changes in the quantity of work required is either additive or deductive, such changes are authorized in an amount not to exceed 25% of the total project cost.

E-5 Standard Purchasing Resolution 1: Award to Low Bidder – Outdoor Lighting Maintenance Contract

Resolution #2002-07-399-E-5

RESOLVED, That a contract to furnish all labor, tools, equipment, transportation services, and traffic controls to provide Outdoor Lighting Maintenance including repair with an option to renew for two (2) additional years is hereby awarded to the low bidder, Allied Signs, Inc., at unit prices contained in the bid tabulation opened June 12, 2002 at an estimated grand total of \$52,350.00, a copy of which shall be attached to the original Minutes of this meeting.

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

E-6 Renegotiated Ameritech Local Service Contract

Resolution #2002-07-399-E-6

RESOLVED, That the renegotiated 3-year contract with Ameritech for local and intralata telephone service is hereby approved at the following unit prices:

June 18, 2002

To: The Honorable Mayor and City Council

From: John Szerlag, City Manager
Gary A. Shripka, Assistant City Manager/Services
Jeanette Bennett, Purchasing Director
Carol K Anderson, Park and Recreation Director
William R. Need, Public Works Director

Re: Standard Purchasing Resolution 1: Award to Low Bidder –
Outdoor Lighting Maintenance Contract

RECOMMENDATION:

On June 12, 2002, bids were received to provide two (2) year requirements of street, parking lot, and athletic field light maintenance with an option to renew for two additional years. The Public Works Department recommends awarding the contract to the low total bidder, Allied Signs Inc., at an estimated grand total of \$52,350.00, at unit prices contained in the bid tabulation opened 6/12/02.

The award is contingent upon the recommended bidder submission of proper contract and bid documents, including insurance certificates and all specified requirements. Due to the nature of the contract and accountability of the contractor, the program was bid on a low total award basis.

BUDGET:

Funds are available in the Public Works Street Light Maintenance account # 448.7802.150 and Parks account #759.7802.070 for any lighting work done on the ball diamonds.

27 Bids Sent
5 Bid Responses Rec'd
1 No Bid

Prepared by: Marina Basta-Farouk, Project Construction Manager

				CITY OF TROY					SBP 02-21
Opening Date -- 6/12/02				BID TABULATION					Pg 1 of 4
Date Prepared -- 6/17/02				OUTDOOR LIGHTING MAINTENANCE					
VENDOR NAME:				**	ALLIED SIGNS	RELIABLE SIGN		HARLAN	
					INC	SERVICE INC		ELECTRIC CO	
	EST			02-03	03-04	02-03	03-04	02-03	03-04
ITEM #	QTY/YR	DESCRIPTION		UNITS	UNITS	UNITS	UNITS	UNITS	UNITS
1.	75	Call Out & Determination of		\$ 95.00	\$ 95.00	\$ 210.00	\$ 221.00	\$ 280.00	\$ 290.00
		cause of outage							
2.	200	Replace Lamp		\$ 25.00	\$ 25.00	\$ 40.00	\$ 42.00	\$ 20.00	\$ 21.00
3.	40	Replace Ballast		\$ 65.00	\$ 65.00	\$ 65.00	\$ 68.00	\$ 95.00	\$ 98.00
4.	30	Replace Starter		\$ 35.00	\$ 35.00	\$ 48.00	\$ 50.00	\$ 45.00	\$ 47.00
5.	100	Replace Fuse		\$ 30.00	\$ 30.00	\$ 30.00	\$ 32.00	\$ 95.00	\$ 98.00
		(per pole per electric box)							
6.	10	Replace Lens		\$ 35.00	\$ 35.00	\$ 40.00	\$ 42.00	\$ 50.00	\$ 52.00
7.	25	Replace Photo Cell		\$ 30.00	\$ 30.00	\$ 40.00	\$ 42.00	\$ 25.00	\$ 26.00
8.	10	Replace Breakers		\$ 30.00	\$ 30.00	\$ 40.00	\$ 42.00	\$ 62.00	\$ 64.00
9	100	Tighten & Lubricate Anchor Bolts		\$ 60.00	\$ 60.00	\$ 70.00	\$ 73.00	\$ 95.00	\$ 98.00
		Horizontal Refractors, Glass etc							
		ESTIMATED TOTAL :		\$ 26,175	\$ 26,175	\$ 39,590	\$ 41,585	\$ 50,895	\$ 52,690
ESTIMATED GRAND TOTAL (2 YEARS):				**	\$ 52,350	\$ 81,175		\$103,585	
ADDITIONAL ITEMS, IF REQUIRED									
10.	6	Remove & Replace Fixture			\$ 60.00		\$ 1,500.00		\$ 195.00
11.	6	Remove & Replace Ornamental Pole	ONE FIXTURE	\$ 650.00			\$ 3,600.00		\$ 1,580.00
			TWO FIXTURE	\$ 700.00			\$ 3,750.00		\$ 1,830.00
12.	1	Remove & Replace Wood Pole		\$ 1,200.00			\$ 1,200.00		\$ 1,850.00
13.	2	Installation of Concrete Foundation		\$ 1,500.00			\$ 2,600.00		\$ 2,335.00
				PRICE/HR/CREW		PRICE/HR/CREW		PRICE/HR/CREW	
14.	Hourly labor rate per crew								
		A) Regular Time		\$ 110.00			\$ 90.00		\$ 155.00
		B) Overtime		\$ 155.00			\$ 135.00		\$ 210.00
		C) Holiday Time		\$ 200.00			\$ 180.00		\$ 265.00
				\$/HR/Electrician		\$/HR/Electrician		\$/HR/Electrician	
15.	Journeyman Electrician								
		A) Regular Time		\$ 68.00			\$ 50.00		\$ 65.00
		B) Overtime		\$ 95.00			\$ 75.00		\$ 95.00
		C) Holiday Time		\$ 130.00			\$ 100.00		\$ 125.00
				CITY OF TROY					SBP 02-21
Opening Date -- 6/12/02				BID TABULATION					Pg 2 of 4
Date Prepared -- 6/17/02				OUTDOOR LIGHTING MAINTENANCE					

	VENDOR NAME:		**	ALLIED SIGNS INC	RELIABLE SIGN SERVICE INC	HARLAN ELECTRIC CO
16.	Hourly rate for Backhoe/Operator			\$/HR/Inc Operator	\$/HR/Inc Operator	\$/HR/Inc Operator
		A) Regular Time		\$ 115.00	\$ 110.00	\$ 90.00
		B) Overtime		\$ 165.00	\$ 165.00	\$ 110.00
		C) Holiday Time		\$ 205.00	\$ 220.00	\$ 130.00
17.	Non-Contract Replacement Parts					
		Discount + % or - %		+30% or - 25%	25%	+10%
		Parts List Dated		Listed in Bid	BLANK	BLANK
		or Invoiced Price		Yes	BLANK	BLANK
	INSURANCE: Can Meet			XX	XX	XX
	Cannot Meet					
	TERMS			NET 10th	1/2 DOWN	NET 30 DAYS
	WARRANTY			LABOR ONLY	ONE YEAR	1 YEAR LABOR
	DELIVERY DATE			48 HR AWO	BLANK	PER REQUEST
	EXCEPTIONS			LISTED IN BID	BLANK	PERFORMANCE BOND EXCLUDED IN PRICING
PROPOSAL -- TWO (2) YEAR REQUIREMENTS TO FURNISH ALL LABOR, TOOLS, EQUIPMENT, TRANSPORTATION SERVICES AND TRAFFIC CONTROLS TO PROVIDE OUTDOOR LIGHT MTNCE						
** DENOTES LOW TOTAL BIDDER						
<u>ATTEST:</u>						
Marina Basta-Farouk						
M. Aileen Dickson						
Linda Bockstanz						
_____ Jeanette Bennett Purchasing Director						
H:StreetLtMtnce						

ALLIED SIGNS INC
33650 GIFTOS DRIVE
CLINTON TWP MI 48035

ALPHA ELECTRIC INC
39349 MOUND ROAD
STERLING HEIGHTS MI 48310

CITY SIGN COMPANY, INC
101 E WALTON
PONTIAC MI 48340

CMTS INC
20111 JAMES COUZENS STE 201
DETROIT MI 48235-1844

COFFMAN ELECTRICAL EQUIPMENT CO
3300 JEFFERSON AVENUE SE
GRAND RAPIDS MI 49548

DIRECT RESOURCES
P O BOX 442
NOVI MI 48376

GREAT LAKES DETROIT INC
13506 HELEN ST
DETROIT MI 48212

GREAT LAKES SIGN & ELECTRICAL CONTRACTOR
13506 HELEN ST
DETROIT MI 48212

HALL INDUSTRIES
43677 UTICA ROAD
UTICA MI 48314

HARLAN ELECTRIC CO
2695 CROOKS ROAD
ROCHESTER HILLS MI 48309-3658

JACOBS ELECTRICAL CONSTRUCTION INC
1813 AUSTIN
P O BOX 395
TROY MI 48083

JAN INDUSTRIAL ELECTRONICS CO INC
6630 S CRESCENT BLVD
U S ROUTE 130 S
PENNSAUKEN NJ 08109-1403

K B EQUIPMENT & SERVICE
12733 UNIVERSAL
TAYLOR MI 48180

KNIGHT CONSTRUCTION COMPANY INC
1931 AUSTIN
TROY MI 48083

METRO SWEEP
4557 HIGHLAND RD
WATERFORD MI 48328

MICHIGAN LIGHT POLE MAINTENANCE CO
211 SHERMAN STREET
HIGHLAND MI 48357

MICHIGAN PUMP COMPANY
25125 W OUTER DRIVE
MELVINDALE MI 48122-1939

MTI LIGHTING SPECIALISTS INC
7965 KENSINGTON CT STE A-2
BRIGHTON MI 48116

PARKS OUTDOOR MAINTENANCE LLC
6871 MONTCLAIR DRIVE
TROY MI 48085

RAUHORN ELECTRIC INC
51997 SCHOENHERR
UTICA MI 48315

RELIABLE SIGN SERVICE INC
49660 LEONA
CHESTERFIELD MI 48051

ROLAR INC
ATTN BOB CIEPIELOWSKI
33333 DEQUINDRE STE B
TROY MI 48083

ROSCOE'S ENTERPRISE INC
P O BOX 934
INKSTER MI

SUBURBAN ELECTRIC CONTRACTORS INC
1410 GLENWOOD
TROY MI 48084

TILLMAN ELECTRICAL SERVICES INC
907 IRVIN
PLYMOUTH MI 48170

TRANSFORMER INSPECTION COMPANY
2704 NORMANDY
ROYAL OAK MI 48073

February 18, 2004

TO: Jeanette Bennett
Purchasing Director

FROM: Linda N. Bockstanz
Associate Buyer

RE: MARKET SURVEY – OUTDOOR LIGHTING MAINTENANCE

RELIABLE SIGN SERVICE INC. – Jim McLaughlin (586) 948-0100

Mr. McLaughlin has indicated that material costs would remain the same, but his labor costs would be going up about 5 or 8%, due to a 25 to 30% rise in insurance costs for his staff over the last couple of years. To compensate for the increase in insurance, he would have to raise his prices. His company is not a union shop.

RAUHORN ELECTRIC INC. – Todd Underhill (586) 739-8400

Todd commented that prices would be going up 5 or 10% across the board for both materials and labor. The company is a union shop, so being competitive for bids in this area is very hard, because of the union wages.

HARLAN ELECTRIC CO. – Robert Kohl (248) 853-4601

According to Mr. Kohl, prices would go up about 3% for their company. Reason: The company is a union shop and the last 2 years union wages have gone up 2 to 3% every June – that cost would be reflected in their bid. Union safety rules - require there always be two men at a project site even if only one man could handle the job. As to the materials there would be no change in price.

Based upon the above comments, I respectfully recommend that the City accept the offer to renew the contract for Outdoor Lighting Maintenance with the current vendor based on the fact material and labor costs are expected to increase over the next year.

CC: Susan Leirstien

January 30, 2004

To: John Szerlag, City Manager

From: Gary A. Shripka, Assistant City Manager/Services
Jeanette Bennett, Purchasing Director
Carol Anderson, Parks & Recreation Director
Timothy Richnak, Public Works Director

Re: Agenda Item – Standard Purchasing Resolution 3: Option to Renew –
Outdoor Lighting Maintenance Contract

RECOMMENDATION

On July 8, 2002, the Troy City Council approved a two-year contract to provide Outdoor Lighting Maintenance with an option to renew for two additional years to the low bidder, Allied Signs Inc., for an estimated total contract cost of \$52,350.00 plus (25%) of the contract amount for changes in the quantity of work. (Resolution # 2002-07-399-E-5 and #2003-11-571).

City management recommends renewing the contract for outdoor lighting maintenance for an additional two (2) years. Allied Signs Inc. has agreed to the renewal through mutual consent of both parties under the same prices, terms, and conditions as years 2002-2004. (Letter attached) The contract would expire June 30, 2006. The quality and service provided by Allied Signs Inc. meets or exceeds the bid specifications.

SUMMARY Pricing Structure –

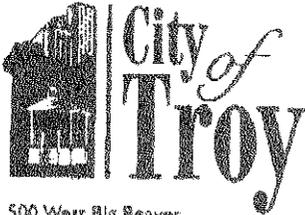
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Replace Fuse	\$30.00
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Replace Photo Cell	\$30.00
Replace Breakers	\$30.00
Tighten & Lubricate Anchor Bolts, Horizontal Refractors, Glass etc	\$60.00

MARKET SURVEY

A market survey was not deemed necessary, as the overall pricing structure for Allied Signs Inc., is 35% less than the next low bidder.

BUDGET

Funds are available in the Public Works Street Light Maintenance account # 448.7802.150, and Parks account #759.7802.070 for any lighting work done on the athletic fields.



500 West Big Beaver
Troy, Michigan 48064
Fax: (248) 524-0851
www.ci.troy.mi.us

December 17, 2003

Area code (248)

ATTN: Randy Schmitt
Allied Signs Inc.
33650 Giftos Drive
Clinton Township, Mi 48035

Assessing
524-3311

Bldg. Inspections
524-3344

Dear Mr. Schmitt:

Bldg. Operations
524-3368

On July 8, 2002, the City of Troy entered into contract 20300056-OB with Allied Signs, Inc to provide two (2) year requirements of street, parking lot, and athletic field light maintenance. This contract contained an option to renew for an additional two (2) years through mutual consent of both parties, within 60 days of contract termination under the same prices, terms, and conditions as year 2003-2004.

City Clerk
524-3316

City Manager
524-3330

Community Affairs
524-1147

Please fax this letter back indicating if Allied Signs, Inc. wishes to renew this contract until June 30, 2006. Our fax number is (248) 524-3520. It should be understood that this request to renew the contract is subject to a favorable market survey. A request by City staff to determine the successful bidder's interest in renewing the contract in no way obligates the City. The option cannot be exercised without Troy City Manager and City Council approval and a blanket purchase order issued.

Engineering
524-3383

Finance
524-3411

If you have any questions please call me at (248) 524-3595.

Fire-Administration
524-3419

Human Resources
524-3339

CHECK ONE:

Information Technology
619-7279

Allied Signs Inc. is interested in renewing the contract under the same prices, terms, and conditions:

Law
524-3320

Library
524-3545

Allied Signs Inc. is not interested in renewing the contract:

Parks & Recreation
524-3484


Signed: Authorized Company Representative

Planning
524-3364

Date: December 19, 2003

Police-Administration
524-3443

Public Works
524-3370

Thank you,
Marina Basta Farouk
Project Construction Manager

Purchasing
524-3338

Real Estate & Development
524-3498

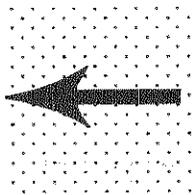
Treasurer
524-3334

General Information
524-3300

No: None
Absent: Stine

F-4 Amendment #1 – Allied Signs, Inc. – Outdoor Lighting Maintenance Contract

Resolution #2003-11-571
Moved by Lambert
Seconded by Beltramini



WHEREAS, A two-year contract to provide Outdoor Lighting Maintenance with an option to renew for an additional two years was awarded to the low bidder, Allied Signs, Inc. on July 8, 2002, at an estimated total cost of \$52,350.00 for the two years plus (25%) of the contract for changes in the quantity of work (Resolution #2002-07-399-E-5); and

WHEREAS, It is recommended that the contract be amended to include amounts over the authorized 25% for work to be completed by June 30, 2004.

NOW, THEREFORE, BE IT RESOLVED, That the contract is hereby **AMENDED** to provide for additional Outdoor Lighting Maintenance at an estimated cost of \$25,489.00.

Yes: All-6
No: None
Absent: Stine

F-5 Troy v. Livernois Road Partners (3450 Livernois)

Resolution #2003-11-572
Moved by Beltramini
Seconded by Howrylak

RESOLVED, That the City of Troy City Council **APPROVES** the proposed consent judgment in the City of Troy v. Livernois Road Partners condemnation case, and **AUTHORIZES** payment in the amount stated therein, and further **AUTHORIZES** the City Attorney's Office to **EXECUTE** the consent judgment, a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

Yes: All-6
No: None
Absent: Stine

F-6 Troy v. Nawrocki et. al. (39155 Dequindre Road)

Resolution #2003-11-573
Moved by Eisenbacher
Seconded by Beltramini

E-3 City of Troy Proclamation:

Resolution #2002-07-399-E-3

RESOLVED, That the following City of Troy Proclamation, be approved:

(a) 8th Annual Troy Food Fight on Big Beaver and Beyond

E-4 Standard Purchasing Resolution 1: Award to Low Bidder – Sidewalk Gap Program

Resolution #2002-07-399-E-4

RESOLVED, That a contract to provide construction for the Sidewalk Gap Program is hereby awarded to the low bidder, Lacaria Construction, Inc., at unit prices contained in the bid tabulation opened June 5, 2002 at an estimated total cost of \$236,335.00, which includes \$168,230.00 for South Blvd/Beach Road and \$68,105.00 for the John R Project; a copy of which shall be attached to the original Minutes of this meeting.

BE IT FURTHER RESOLVED, That the award is contingent upon contractor submission of properly executed bid and contract documents, including bonds, insurance certificates and all other specified requirements; and if changes in the quantity of work required is either additive or deductive, such changes are authorized in an amount not to exceed 25% of the total project cost.

E-5 Standard Purchasing Resolution 1: Award to Low Bidder – Outdoor Lighting Maintenance Contract

Resolution #2002-07-399-E-5

RESOLVED, That a contract to furnish all labor, tools, equipment, transportation services, and traffic controls to provide Outdoor Lighting Maintenance including repair with an option to renew for two (2) additional years is hereby awarded to the low bidder, Allied Signs, Inc., at unit prices contained in the bid tabulation opened June 12, 2002 at an estimated grand total of \$52,350.00, a copy of which shall be attached to the original Minutes of this meeting.

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

E-6 Renegotiated Ameritech Local Service Contract

Resolution #2002-07-399-E-6

RESOLVED, That the renegotiated 3-year contract with Ameritech for local and intralata telephone service is hereby approved at the following unit prices:

June 18, 2002

To: The Honorable Mayor and City Council

From: John Szerlag, City Manager
Gary A. Shripka, Assistant City Manager/Services
Jeanette Bennett, Purchasing Director
Carol K Anderson, Park and Recreation Director
William R. Need, Public Works Director

Re: Standard Purchasing Resolution 1: Award to Low Bidder –
Outdoor Lighting Maintenance Contract

RECOMMENDATION:

On June 12, 2002, bids were received to provide two (2) year requirements of street, parking lot, and athletic field light maintenance with an option to renew for two additional years. The Public Works Department recommends awarding the contract to the low total bidder, Allied Signs Inc., at an estimated grand total of \$52,350.00, at unit prices contained in the bid tabulation opened 6/12/02.

The award is contingent upon the recommended bidder submission of proper contract and bid documents, including insurance certificates and all specified requirements. Due to the nature of the contract and accountability of the contractor, the program was bid on a low total award basis.

BUDGET:

Funds are available in the Public Works Street Light Maintenance account # 448.7802.150 and Parks account #759.7802.070 for any lighting work done on the ball diamonds.

27 Bids Sent
5 Bid Responses Rec'd
1 No Bid

Prepared by: Marina Basta-Farouk, Project Construction Manager

				CITY OF TROY					SBP 02-21
Opening Date -- 6/12/02				BID TABULATION					Pg 1 of 4
Date Prepared -- 6/17/02				OUTDOOR LIGHTING MAINTENANCE					
VENDOR NAME:				**	ALLIED SIGNS	RELIABLE SIGN		HARLAN	
					INC	SERVICE INC		ELECTRIC CO	
	EST			02-03	03-04	02-03	03-04	02-03	03-04
ITEM #	QTY/YR	DESCRIPTION		UNITS	UNITS	UNITS	UNITS	UNITS	UNITS
1.	75	Call Out & Determination of		\$ 95.00	\$ 95.00	\$ 210.00	\$ 221.00	\$ 280.00	\$ 290.00
		cause of outage							
2.	200	Replace Lamp		\$ 25.00	\$ 25.00	\$ 40.00	\$ 42.00	\$ 20.00	\$ 21.00
3.	40	Replace Ballast		\$ 65.00	\$ 65.00	\$ 65.00	\$ 68.00	\$ 95.00	\$ 98.00
4.	30	Replace Starter		\$ 35.00	\$ 35.00	\$ 48.00	\$ 50.00	\$ 45.00	\$ 47.00
5.	100	Replace Fuse		\$ 30.00	\$ 30.00	\$ 30.00	\$ 32.00	\$ 95.00	\$ 98.00
		(per pole per electric box)							
6.	10	Replace Lens		\$ 35.00	\$ 35.00	\$ 40.00	\$ 42.00	\$ 50.00	\$ 52.00
7.	25	Replace Photo Cell		\$ 30.00	\$ 30.00	\$ 40.00	\$ 42.00	\$ 25.00	\$ 26.00
8.	10	Replace Breakers		\$ 30.00	\$ 30.00	\$ 40.00	\$ 42.00	\$ 62.00	\$ 64.00
9	100	Tighten & Lubricate Anchor Bolts		\$ 60.00	\$ 60.00	\$ 70.00	\$ 73.00	\$ 95.00	\$ 98.00
		Horizontal Refractors, Glass etc							
		ESTIMATED TOTAL :		\$ 26,175	\$ 26,175	\$ 39,590	\$ 41,585	\$ 50,895	\$ 52,690
ESTIMATED GRAND TOTAL (2 YEARS):				**	\$ 52,350	\$ 81,175		\$103,585	
ADDITIONAL ITEMS, IF REQUIRED									
10.	6	Remove & Replace Fixture			\$ 60.00		\$ 1,500.00		\$ 195.00
11.	6	Remove & Replace Ornamental Pole	ONE FIXTURE		\$ 650.00		\$ 3,600.00		\$ 1,580.00
			TWO FIXTURE		\$ 700.00		\$ 3,750.00		\$ 1,830.00
12.	1	Remove & Replace Wood Pole			\$ 1,200.00		\$ 1,200.00		\$ 1,850.00
13.	2	Installation of Concrete Foundation			\$ 1,500.00		\$ 2,600.00		\$ 2,335.00
				PRICE/HR/CREW		PRICE/HR/CREW		PRICE/HR/CREW	
14.	Hourly labor rate per crew								
		A) Regular Time		\$ 110.00		\$ 90.00		\$ 155.00	
		B) Overtime		\$ 155.00		\$ 135.00		\$ 210.00	
		C) Holiday Time		\$ 200.00		\$ 180.00		\$ 265.00	
				\$/HR/Electrician		\$/HR/Electrician		\$/HR/Electrician	
15.	Journeyman Electrician								
		A) Regular Time		\$ 68.00		\$ 50.00		\$ 65.00	
		B) Overtime		\$ 95.00		\$ 75.00		\$ 95.00	
		C) Holiday Time		\$ 130.00		\$ 100.00		\$ 125.00	
				CITY OF TROY					SBP 02-21
Opening Date -- 6/12/02				BID TABULATION					Pg 2 of 4
Date Prepared -- 6/17/02				OUTDOOR LIGHTING MAINTENANCE					

	VENDOR NAME:		**	ALLIED SIGNS INC	RELIABLE SIGN SERVICE INC	HARLAN ELECTRIC CO
16.	Hourly rate for Backhoe/Operator			\$/HR/Inc Operator	\$/HR/Inc Operator	\$/HR/Inc Operator
		A) Regular Time		\$ 115.00	\$ 110.00	\$ 90.00
		B) Overtime		\$ 165.00	\$ 165.00	\$ 110.00
		C) Holiday Time		\$ 205.00	\$ 220.00	\$ 130.00
17.	Non-Contract Replacement Parts					
		Discount + % or - %		+30% or - 25%	25%	+10%
		Parts List Dated		Listed in Bid	BLANK	BLANK
		or Invoiced Price		Yes	BLANK	BLANK
	INSURANCE: Can Meet			XX	XX	XX
	Cannot Meet					
	TERMS			NET 10th	1/2 DOWN	NET 30 DAYS
	WARRANTY			LABOR ONLY	ONE YEAR	1 YEAR LABOR
	DELIVERY DATE			48 HR AWO	BLANK	PER REQUEST
	EXCEPTIONS			LISTED IN BID	BLANK	PERFORMANCE BOND EXCLUDED IN PRICING
				PROPOSAL -- TWO (2) YEAR REQUIREMENTS TO FURNISH ALL LABOR, TOOLS, EQUIPMENT, TRANSPORTATION SERVICES AND TRAFFIC CONTROLS TO PROVIDE OUTDOOR LIGHT MTNCE		
				** DENOTES LOW TOTAL BIDDER		
	ATTEST:					
	Marina Basta-Farouk					
	M. Aileen Dickson					
	Linda Bockstanz					
				Jeanette Bennett		
				Purchasing Director		
	H:StreetLtMtnce					

ALLIED SIGNS INC
33650 GIFTOS DRIVE
CLINTON TWP MI 48035

ALPHA ELECTRIC INC
39349 MOUND ROAD
STERLING HEIGHTS MI 48310

CITY SIGN COMPANY, INC
101 E WALTON
PONTIAC MI 48340

CMTS INC
20111 JAMES COUZENS STE 201
DETROIT MI 48235-1844

COFFMAN ELECTRICAL EQUIPMENT CO
3300 JEFFERSON AVENUE SE
GRAND RAPIDS MI 49548

DIRECT RESOURCES
P O BOX 442
NOVI MI 48376

GREAT LAKES DETROIT INC
13506 HELEN ST
DETROIT MI 48212

GREAT LAKES SIGN & ELECTRICAL CONTRACTOR
13506 HELEN ST
DETROIT MI 48212

HALL INDUSTRIES
43677 UTICA ROAD
UTICA MI 48314

HARLAN ELECTRIC CO
2695 CROOKS ROAD
ROCHESTER HILLS MI 48309-3658

JACOBS ELECTRICAL CONSTRUCTION INC
1813 AUSTIN
P O BOX 395
TROY MI 48083

JAN INDUSTRIAL ELECTRONICS CO INC
6630 S CRESCENT BLVD
U S ROUTE 130 S
PENNSAUKEN NJ 08109-1403

K B EQUIPMENT & SERVICE
12733 UNIVERSAL
TAYLOR MI 48180

KNIGHT CONSTRUCTION COMPANY INC
1931 AUSTIN
TROY MI 48083

METRO SWEEP
4557 HIGHLAND RD
WATERFORD MI 48328

MICHIGAN LIGHT POLE MAINTENANCE CO
211 SHERMAN STREET
HIGHLAND MI 48357

MICHIGAN PUMP COMPANY
25125 W OUTER DRIVE
MELVINDALE MI 48122-1939

MTI LIGHTING SPECIALISTS INC
7965 KENSINGTON CT STE A-2
BRIGHTON MI 48116

PARKS OUTDOOR MAINTENANCE LLC
6871 MONTCLAIR DRIVE
TROY MI 48085

RAUHORN ELECTRIC INC
51997 SCHOENHERR
UTICA MI 48315

RELIABLE SIGN SERVICE INC
49660 LEONA
CHESTERFIELD MI 48051

ROLAR INC
ATTN BOB CIEPIELOWSKI
33333 DEQUINDRE STE B
TROY MI 48083

ROSCOE'S ENTERPRISE INC
P O BOX 934
INKSTER MI

SUBURBAN ELECTRIC CONTRACTORS INC
1410 GLENWOOD
TROY MI 48084

TILLMAN ELECTRICAL SERVICES INC
907 IRVIN
PLYMOUTH MI 48170

TRANSFORMER INSPECTION COMPANY
2704 NORMANDY
ROYAL OAK MI 48073

February 6, 2004

To: John Szerlag, City Manager

From: Gary A. Shripka, Assistant City Manager/Services
Carol K. Anderson, Parks and Recreation Director

Subject: Agenda Item: 2004 Sylvan Glen Rates

Recommendation

Staff recommends approval of the proposed 2004 Sylvan Glen golf rates as attached. The proposed changes for the 2004 season are:

- 1) Addition of non-resident senior rates for weekdays and weekends.
- 2) Addition of twilight rates during the peak season.
- 3) Extension of the off peak rates to April 22, 2004 (previously approved to April 1, 2004)

It is anticipated that these changes will increase rounds played thereby increasing revenues. Senior and twilight rates have become common in the golf industry.

Budget Impact

As the golf course is an enterprise fund, revenues must meet or exceed expenses. It is anticipated that these changes will result in an additional 430 rounds and \$16,880 additional revenue. The fund balance has decreased in the last few years. This additional revenue will help to reverse that trend.

Sanctuary Lake rates will be proposed closer to opening of the golf course.

**City of Troy
Sylvan Glen Golf Course
Proposed Rates for the 2004 Golf Season**

	2003 Rates		2004 Proposed Rates	
	Walking	W/ Cart	Walking	W/ Cart
<u>Weekday</u>				
18 - Hole Resident	\$20.00	\$35.00	\$20.00	\$35.00
18 - Hole Regular	\$27.00	\$42.00	\$27.00	\$42.00
18 - Hole Senior Resident (Before 1 PM)	\$15.00	\$26.00	\$15.00	\$26.00
18 - Hole Junior Resident (All Day)	\$15.00	\$26.00	\$15.00	\$26.00
18 - Hole Senior Regular (Before 1 PM)	\$0.00	\$0.00	\$19.00	\$30.00
18 - Hole Junior Regular (All Day)	\$0.00	\$0.00	\$19.00	\$30.00
9 - Hole Resident	\$14.00	\$24.00	\$14.00	\$24.00
9 - Hole Regular	\$17.00	\$27.00	\$17.00	\$27.00
9 - Hole Senior Resident (Before 1 PM)	\$10.50	\$17.50	\$10.50	\$17.50
9 - Hole Junior Resident (All Day)	\$10.50	\$17.50	\$10.50	\$17.50
9 - Hole Senior Regular (Before 1 PM)	\$0.00	\$0.00	\$13.00	\$20.00
9 - Hole Junior Regular (All Day)	\$0.00	\$0.00	\$13.00	\$20.00
<u>Weekend</u>				
18 - Hole Resident	\$24.00	\$39.00	\$24.00	\$39.00
18 - Hole Regular	\$32.00	\$47.00	\$32.00	\$47.00
18 - Hole Senior Resident (All Day)	\$18.00	\$29.00	\$18.00	\$29.00
18 - Hole Junior Resident (After 1 PM)	\$18.00	\$29.00	\$18.00	\$29.00
18 - Hole Senior Regular (After 1 PM)	\$0.00	\$0.00	\$23.00	\$34.00
18 - Hole Junior Regular (After 1 PM)	\$0.00	\$0.00	\$23.00	\$34.00
9 - Hole Resident	\$16.00	\$26.00	\$16.00	\$26.00
9 - Hole Regular	\$20.00	\$30.00	\$20.00	\$30.00
9 - Hole Senior Resident (All Day)	\$12.00	\$19.00	\$12.00	\$19.00
9 - Hole Junior Resident (After 1 PM)	\$12.00	\$19.00	\$12.00	\$19.00
9 - Hole Senior Regular (After 1 PM)	\$0.00	\$0.00	\$15.00	\$22.00
9 - Hole Junior Regular (After 1 PM)	\$0.00	\$0.00	\$15.00	\$22.00
<u>Twilight (Saturdays, Sundays, and Holidays)</u>				
18 - Holes (After 3 PM)	\$0.00	\$0.00	\$20.00	\$30.00
9 - Holes (After 6 PM)	\$0.00	\$0.00	\$14.00	\$20.00

**City of Troy
Sylvan Glen Golf Course
Proposed Rates for the 2004 Golf Season**

Leagues

Resident League Rate	\$14.00	\$24.00	\$14.00	\$24.00
Regular League Rate	\$17.00	\$27.00	\$17.00	\$27.00
Senior League Rate (AM Only)	\$10.50	\$17.50	\$10.50	\$17.50

Rentals

Pull Carts	\$2.00		\$2.00	
Clubs	\$10.00		\$10.00	

Outings

18 - Hole Weekday	N/A	\$44.00	N/A	\$44.00
9 - Hole Weekday	N/A	\$30.00	N/A	\$30.00
18 - Hole Weekend	N/A	\$48.00	N/A	\$48.00
9 - Hole Weekend	N/A	\$33.00	N/A	\$33.00

All changes are noted in bold

City of Troy
Sylvan Glen Golf Course
Proposed Rates for the 2004 Off-Peak Golf Season
Dates apply from Opening - April 22, 04 & September 15, 04 - Closing

	2003 Rates		2004 Proposed Rates	
	Walking	W/ Cart	Walking	W/ Cart
<u>Weekday</u>				
18 - Hole Resident	\$15.00	\$26.50	\$15.00	\$26.50
18 - Hole Regular	\$20.00	\$31.50	\$20.00	\$31.50
18 - Hole Senior Resident (Before 1 PM)	\$11.25	\$19.75	\$11.25	\$19.75
18 - Hole Junior Resident (All Day)	\$11.25	\$19.75	\$11.25	\$19.75
18 - Hole Senior Regular (Before 1 PM)	\$14.00	\$22.50	\$14.00	\$22.50
18 - Hole Junior Regular (All Day)	\$14.00	\$22.50	\$14.00	\$22.50
9 - Hole Resident	\$11.00	\$18.50	\$11.00	\$18.50
9 - Hole Regular	\$13.00	\$20.50	\$13.00	\$20.50
9 - Hole Senior Resident (Before 1 PM)	\$8.25	\$13.75	\$8.25	\$13.75
9 - Hole Junior Resident (All Day)	\$8.25	\$13.75	\$8.25	\$13.75
9 - Hole Senior Regular (Before 1 PM)	\$10.00	\$15.50	\$10.00	\$15.50
9 - Hole Junior Regular (All Day)	\$10.00	\$15.50	\$10.00	\$15.50
<u>Weekend</u>				
18 - Hole Resident	\$18.00	\$29.50	\$18.00	\$29.50
18 - Hole Regular	\$24.00	\$35.50	\$24.00	\$35.50
18 - Hole Senior Resident (All Day)	\$13.50	\$22.00	\$13.50	\$22.00
18 - Hole Junior Resident (After 1 PM)	\$13.50	\$22.00	\$13.50	\$22.00
18 - Hole Senior Regular (After 1 PM)	\$17.00	\$25.50	\$17.00	\$25.50
18 - Hole Junior Regular (After 1 PM)	\$17.00	\$25.50	\$17.00	\$25.50
9 - Hole Resident	\$12.00	\$19.50	\$12.00	\$19.50
9 - Hole Regular	\$15.00	\$22.50	\$15.00	\$22.50
9 - Hole Senior Resident (All Day)	\$9.00	\$14.50	\$9.00	\$14.50
9 - Hole Junior Resident (After 1 PM)	\$9.00	\$14.50	\$9.00	\$14.50
9 - Hole Senior Regular (After 1 PM)	\$11.00	\$16.50	\$11.00	\$16.50
9 - Hole Junior Regular (After 1 PM)	\$11.00	\$16.50	\$11.00	\$16.50
<u>Twilight (Saturdays, Sundays, and Holidays)</u>				
18 - Holes (After 3 PM)	N/A	N/A	N/A	N/A
9 - Holes (After 6 PM)	N/A	N/A	N/A	N/A

**City of Troy
Sylvan Glen Golf Course
Proposed Rates for the 2004 Golf Season**

Leagues

Resident League Rate	N/A	N/A	N/A	N/A
Regular League Rate	N/A	N/A	N/A	N/A
Senior League Rate (AM Only)	N/A	N/A	N/A	N/A

Rentals

Pull Carts	\$2.00		\$2.00	
Clubs	\$10.00		\$10.00	

Outings

18 - Hole Weekday	N/A	N/A	N/A	N/A
9 - Hole Weekday	N/A	N/A	N/A	N/A
18 - Hole Weekend	N/A	N/A	N/A	N/A
9 - Hole Weekend	N/A	N/A	N/A	N/A

Only change to proposal is effective dates(until start of league play- April 22)

February 3, 2004

To: John Szerlag, City Manager

From: Gary Shripka, Assistant City Manager/Services
John Lamerato, Assistant City Manager/Finance
Carol K. Anderson, Parks and Recreation Director

Subject: Agenda Item: Aquatic Center Fee Request and 2002-03 Year End Report

RECOMMENDATION

Staff recommends adjustments to the Troy Family Aquatic Center admission fees for the 2004 season. Based on the distributive method approach in setting fees, the proposed fees for the 2004 Troy Family Aquatic Center are outlined below.

	<u>2003 Fee</u>	<u>Proposed 2004 Fee</u>	<u>Proposed % increase</u>
<u>Daily Passes</u>			
Resident	\$ 7.00	\$ 7.00	0
Non-Resident Employee	\$ 8.50	\$ 8.50	0
Non-Resident	\$ 9.75	\$ 9.75	0
<u>Season Passes</u>			
Resident	\$ 70.00	\$ 73.50	5
Resident Additional Family Member	\$ 40.00	\$ 42.00	5
Non-Resident Employee	\$ 85.00	\$ 89.25	5
Non-Resident Employee Additional Family Member	\$ 50.00	\$ 52.50	5
Non-Resident	\$ 97.50	\$ 102.50	5.13
Non-Resident Additional Family Member	\$ 56.00	\$ 59.00	5.36
<u>Punch Card Options</u> (Good for 8 admissions)			
Resident	\$ 46.00	\$ 46.00	0
Non-Resident Employee	\$ 56.00	\$ 56.00	0
Non-Resident	\$ 64.00	\$ 64.00	0

BACKGROUND

The proposed rates for the Troy Family Aquatic Center include an increase for all season passes. The 2004 recommended season pass fees reflect this increase, the daily fees do not. During the budget sessions last year, staff indicated a 5% increase annually would be proposed.

Staff is hesitant to recommend raising fees, since all fees were raised between 14 and 31 percent last year and last year's attendance was lower than many years. This could be attributed to the weather, however fees could also have been a factor.

It is anticipated the fee increase would generate an additional \$10,000 in revenue for 2003/04 and \$10,839 for 2004/05. The projected budget impact results are listed below.

BUDGET IMPACT

If all projections are met, the budget impact is:

Estimated Year End 2003 – 2004

Revenues	\$438,825
Expenditures Without Depreciation	<u>383,530</u>
Balance	\$ 55,295
Capital	<u>25,000</u>

Proposed Budget 2004 - 2005

Revenues	\$439,340
Expenditures Without Depreciation	<u>423,640</u>
Balance	\$ 15,700
Capital	<u>50,000</u>



Department of Parks and Recreation

Memo

To: Stuart Alderman, Parks and Recreation Superintendent

From: Ann Blizzard, Recreation Supervisor

Date: December 2003

RE: Aquatic Center Year End Report

Please find the attached 2003 Aquatic Center year-end report. The Aquatic Center completed its twelfth season. Based on last year's review and for financial reasons, a three tier pricing system was developed, approved and implemented. This gave residents, non-resident employees and non-residents their own pricing category for passes. The non-resident fees were set 30% or higher, than the resident fees.

The summer was temperate and mentioned by the media as a tough year for many Michigan water parks. Attendance was down from the 2002 season by 14,964. The Aquatic Center was closed eight days more than last year. Two days were due to the citywide power outage. Aquatic staff provided assistance at the City shelter.

Daily users had a higher attendance record than season passholders in 2003. Attendance by daily users decreased 6,510 from last year (2503 fewer resident admissions and 4,007 fewer admissions for non-resident employees and non-residents combined). Season pass holder attendance was also down 8,629 from last year (6546 residents and 2083 for non-resident employees and non-residents combined). Events, parties and rentals make up the difference in the total attendance decrease.

A price increase of 5% for all season passes is being recommended for the 2004 season. Prices for daily and season passes were increased 14% to 34% for the 2003 season. The capital needs for the 2004 season include a security monitor system to assist in better cashier observation and patron accountability, estimated at \$25,000 to \$30,000, and the repainting of the locker rooms at an estimated cost of \$6,500. A shade area in the shallow end of the main pool would be beneficial to parents of young children. This is estimated at \$33,500. With capital now required to be covered by revenues, it may not be possible to purchase these items. This is a concern for the 2004 season and future season. Future seasons will require replacement of a heater at \$15,000, replacement of a pump at \$12,000, replacement of old shade structures at \$32,000, remarketing at \$30,000 and repair or replacement of the sundeck.

2003 TROY FAMILY AQUATIC CENTER SEASON REVIEW

ADMISSIONS:

Season pass sales were down by \$31,933 from last year. This could be attributed to the temperate weather, the increase in pass fees or the admittance of non-residents. Residents still commented on the addition of non-residents and gave this as a reason for not purchasing season passes. Although there were not as many complaints at the park regarding this, it continues to be a possible trend to watch. The daily pass sale admissions decreased, and as mentioned the temperate weather likely played a big part in this. The daily pass sales increased by \$30,232 from last year. The price increase and carry over from the previous years sales contribute to this amount.

Promotional efforts were made to increase season pass sales. As in the past season pass holders were given two free guest passes if they purchased their pass prior to opening of the Aquatic Center. This year they were also given a guest privilege card. This enabled season pass holders to bring a guest three separate times for the entire day, and at evening rate. The rate was determined by the guest's residency. Moonlight swims were added, as requested by some of the Aquatic Center Committee members. These special late swim times were held during evening lessons and season pass holders were admitted for no extra charge. The usage numbers for the late night swims were low. These will be limited or eliminated in future seasons.

EVENTS AND PROGRAMS:

Promotional events held this year included: two open houses, Father's Day, Teen Day, Resident Guest Day, Grand Parents Day, Family Night, Mother's Day, College ID Day and the Back to School Special. Family Fun Night and Pirate Fun Night were offered for a fee, but were cancelled due to low enrollment.

The teen event, *Jamfest*, had another successful season. Although they had to cancel one evening due to weather, they still exceeded last year's attendance.

Swim lessons were revamped this year for better utilization of staff and to increase the profit margin. The changes allowed for more participants, better use of space, and the addition of evening lessons to accommodate parents working first shift. The lessons ran Monday through Saturday and were met with great success. There were 1,273 participants, 318 more than last year with an increase of \$25,252 in revenues. The lessons helped to make up for the loss in revenues due to poor weather and lower attendance.

Group rentals were up by \$3,941. The \$6 rate for groups of 20 or more with prior reservations instituted last year, assisted with higher group sales. Private rentals were increased \$100 per hour to better account for staff expenses and revenues. The rate had not been changed since it was established. The two-hour minimum was kept in place. School group days were limited to two days and the price increased by a dollar, to ensure costs could better cover this marketing and community opportunity. Limited participation by the school groups continued. The school group days may go down to one day only.

STAFF:

Classification	Number of employees	2003 hours	2002 hours	2001 hours	2000 hours	1999 hours
Manager	1	703	671	782.25	660.75	776
Asst. Manager	3.5	2056.25	1921.50	1630.50	2242.50	1835
Lifeguard	52	13555	13869.50	16984.75	16416.75	16002
Cashiers	8	1821.50	1987.25	2613.25	2193.25	2332
LRA	8	2273.75	2026.00	2024	1693	1953
TOTAL	72.5	20409.50	20475.25	24034.75	23206.25	22898

Figures are based on the season

Staff consisted of 52 lifeguards, 8 cashiers, 8 locker room attendants and 4.5 managers. Job descriptions for all positions were updated prior to hiring to include more support throughout the park in cleanliness and dean up. Manager hours increased slightly due to the additional swimming lessons.

To limit the impact the reduction of lifeguard staff has had on service positions and to increase overall patron satisfaction in 2003, the rotations were changed from three to two. This enabled two service positions, one in sand and the other at the kiddy slide. These were reintroduced without adding extra staff. However, the changes in rotation did extend the working time for staff. Swimming lessons increased the number of hours guards were required and should have increased the lifeguard hours over last year. The hours were instead decreased from last year. This was due to the pool being closed more for temperate weather, staff being sent home during slow days and keeping the lifeguard positions at fifteen.

Lifeguards continue to be trained though Jeff Ellis and Associates, a well-established training program. Guards attend in-service training and skill review on a weekly basis. Ellis and Associates provided two unannounced audits during the season. Audits include individual skills, team skills, professionalism and awareness. Staff scored ABOVE AVERAGE in all aspects of the audit for the 2003 season.

An additional locker room attendant was added during busier times to assist with the upkeep of the park and rule enforcement. This did increase the locker room attendant hours, but cleanliness and policy issues were better addressed.

CONCESSIONS:

This year a new concession bid was awarded. Although the new concessionaire struggled in the beginning of the season with staff, and customer and cleanliness issues, the communication and professionalism from the owner was excellent. Issues were resolved as soon as they were brought forward. The vendor also purchased some new equipment based on customer feedback.

RESCUES AND INCIDENTS:

There were no serious injuries. Thirty-one rescues occurred during the season in which lifeguards had to enter the water to make a rescue. Many of these incidents occurred in the main pool and were a result of the victim going into water over his/her head. Staff assisted the victim following protocol and no further assistance was needed once the victim was taken out of the water.

MARKETING:

The Community Affairs Office assisted greatly with marketing efforts this year. A meeting was held in the late winter to review strategies. Community Affairs designed and printed a brochure that was sent to all City homes via water bills, it was also placed at several City locations, the Chamber and any businesses that expressed interest. The number of quality brochures distributed would not have been possible without Community Affairs assistance, due to the cost and staff resources. A public service announcement was taped using the Mr. Big Beaver mascot at the Aquatic Center. Community affairs also contacted major Troy corporations, put coupons in local newspapers, did public service announcements, put out news briefs and sent flyers to schools, churches and community organizations.

The Aquatic Center received media attention this summer on channel four, when the TV station used the Aquatic Center as a backdrop for the evening weather reports. Local papers sent photographers and writers throughout the season to get photos and stories at the Aquatic Center.

2002 season pass holders were sent a brochure and letter reviewing the new season incentives and rental opportunities. These were sent out early spring. Information regarding the Aquatic Center is now advertised in the Troy Today year round.

Hotels were approached this year with daily pass purchase options at the resident rate. We had several hotels that used the passes. A total of eighty-five passes were turned in.

MAINTENANCE:

Only items required for safety and immediate need continue to be completed, due to budget constraints. Fifty lounge and club chairs were purchased through approved capital. They were needed and well utilized throughout the season.

Maintenance and upkeep is still a recommended area to review for future seasons. The continued cutbacks on capital and service items will eventually be items the patrons will expect. Preventative repairs and replacements will also need to be conducted on a continuing basis if the Aquatic Center is going to operate safely and cost effectively.

2003 Aquatic Center Yearly Comparison

Yearly Comparison	<u>2003</u>	<u>2002</u>	<u>2001</u>	<u>2000</u>	<u>1999</u>	<u>1998</u>	<u>1997</u>	<u>1996</u>	<u>1995</u>	<u>1994</u>
Number of Operating Days	99	98	98	90	97	103	98	98	101	101
Number of Days Closed	23	15	13	7	14	12	24	1	5	6
Total Season Passes	3,335	4540	4221							
Resident Season	753	1029	1225	1183	1394	1667	1714	1693	1675	1814
Resident Add'l Family Members	1553	2120	2677	2615	3177	3676	3996	3865	3698	4022
Employee Season	109	52(sold prior chng)	107	201	189	*	*	*	*	*
Employee Add'l Fmly Members	215	99(sold prior chng)	212	430	*	*	*	*	*	*
Non-Resident Season	252	425(inclds empl)								
Non-Res. Add'l Fmly Members	453	815(inclds family)								
Dly Pass Card Issued-Res	obsolete	13(sld prior chng)	2266	3115	1925	2701	1960	1847	3314	2025
Dly Pass Card Issued-Employee	obsolete	1(sld prior chng)	288	298	116	*	*	*	*	*
Care Giver Passes	0		4	15	*	*	*	*	*	*

2003 Notes: In 2003 made three tiers Resident, non-resident employee and non-resident. In 2002 had Switched to Resident and Non-Resident prior to start of season, daily pass cards were not required, operating days reflect the number of days scheduled to be open, some breakdowns added for comparisons.

Attendance	<u>2003</u>	<u>2002</u>	<u>2001</u>	<u>2000</u>	<u>1999</u>	<u>1998</u>	<u>1997</u>	<u>1996</u>	<u>1995</u>	<u>1994</u>
Total Season Pass	18496	27125	34775	32003	34855	41225	26589	42795	44283	41085
Breakdown - Resident Season Pass	12543	19089	28810							
Breakdown - Non-Res Empty & Non-Res new 2002	1987	8036	5965							
Breakdown Nin - resident Season Pass	3966									
Daily Pass Resident	11182	13685	7932	5865	5254	3317	2083	3605	5911	3508
Daily Pass Employee	1605		665	518	156					
Daily Pass Non-Resident	6466	12078								
Guest Pass (non-res included in 2002)	obsolete	obsolete	6235	6360	4883	4742	1733	2968	2945	2202
Birthday Party Attendance	195	252	315	533	*	*	*	*	*	*
Free Pass (Coupon in Buy 1 - 1 Free)	219	242								
Free Guest Pass	415	160								
Guest Pass (non-res included in 2002)										
Total Attendance	38578	53542	49922	45,279	45,148	49,284	30,405	49,368	53,139	46,795
Special groups	1753	1814	1754							

2003 Notes: In 2003 three tiers were made and calculations were adjusted. 2002 notes - Free guest passes used issued for early sign up around 52 received, coupon buy one get one free first time offered, some breakdowns added for comparisons.

Revenue and Expenses

Fiscal Year Revenue	<u>2002-03</u>	<u>2001-02</u>	<u>2000-01</u>	<u>1999-00</u>	<u>1998-99</u>	<u>1997-98</u>	<u>1996-97</u>	<u>1995-96</u>	<u>1994-95</u>	<u>1993-94</u>
Daily & Guest Passes	\$142,926.00	\$112,694.00	\$100,469.75	\$95,945.00	\$94,396.00	\$68,761.00	\$76,498.50	\$71,900.85	\$55,907.42	\$38,638.84
Season Passes	\$183,044.00	\$214,976.50	\$211,095.00	\$176,108.50	\$198,230.50	\$210,686.00	\$191,434.00	\$195,787.00	\$194,483.00	\$227,588.50
Swim Lessons	\$57,421.00	\$32,169.00	\$35,157.00	\$33,757.75	\$22,974.50	\$23,799.75	\$20,995.25	\$21,071.50	\$15,283.93	\$11,747.84
Concessions	\$13,723.00	\$12,793.44	\$9,518.06	\$10,902.78	\$14,821.22	\$14,250.79	\$18,926.21	\$18,693.23	\$13,438.07	\$19,217.07
Lockers	\$733.00	\$408.56	\$263.51	\$516.00	\$144.50	\$225.38	\$546.85	\$754.36	\$685.59	\$765.25
Rental	\$19,392.00	\$15,451.00	\$18,777.00	\$18,210.50	\$9,890.27	\$8,659.00	\$8,913.05	\$5,696.00	\$4,260.00	\$3,071.19
Investment Income	\$0.00	\$0.00	\$0.00	\$0.00	\$145.57	\$508.07	*	*	*	*
Cash-Over Short	\$7.00	\$14.03	\$362.40	-\$358.55	\$541.85	\$318.85	\$619.85	*	*	*
Total Revenue	\$417,246.00	\$388,506.53	\$375,642.72	\$ 335,081.98	\$341,144.41	\$327,208.84	\$317,933.71	\$313,902.94	\$284,058.01	\$301,028.69

(Note: Fees were increased 2003, guest passes changed to Resident and Non-resident in 2002)

Fiscal Year	<u>2002-03</u>	<u>2001-02</u>	<u>2000-01</u>	<u>1999-00</u>	<u>1998-99</u>	<u>1997-98</u>	<u>1996-97</u>	<u>1995-96</u>	<u>1994-95</u>	<u>1993-94</u>
Revenues	\$417,246.00	\$388,506.53	\$375,642.72	\$335,081.98	\$341,144.41	\$327,208.84	\$317,933.71	\$313,902.94	\$284,058.01	\$301,028.69
Expenses	\$319,863.00	\$377,325.21	\$398,373.30	\$364,383.37	\$446,049.73	\$298,420.59	\$305,584.97	\$316,377.92	\$311,789.07	\$313,597.51
	\$97,383.00	\$11,181.32	(\$22,730.58)	(\$29,301.39)	(\$104,905.32)	\$28,788.25	\$12,348.74	(\$2,474.98)	(\$27,731.06)	(\$12,568.82)

Total depreciation is not included in the expenses.

Seasonal Year	<u>2003</u>	<u>2002</u>	<u>2001</u>	<u>2000</u>	<u>1999</u>	<u>1998</u>	<u>1997</u>	<u>1996</u>	<u>1995</u>	<u>1994</u>
Revenues	\$415,428.63	\$428,209.32	\$376,024.61	\$333,895.80	\$338,867.90	\$372,214.18	\$263,618.82	\$342,015.68	\$283,957.21	\$278,730.65
Expenses	\$366,462.01	\$324,849.04	\$401,373.89	\$366,282.34	\$346,505.69	\$449,635.64	\$260,355.42	\$314,758.91	\$306,492.89	\$309,998.47
	\$48,966.62	\$103,360.28	(\$25,349.28)	(\$32,386.54)	(\$7,637.79)	(\$77,421.46)	\$3,263.40	\$27,256.77	(\$22,535.68)	(\$31,267.82)

Total depreciation is not included in the expenses.

	<u>2003</u>	<u>2002</u>	<u>2001</u>	<u>2000</u>	<u>1999</u>	<u>1998</u>	<u>1997</u>	<u>1996</u>	<u>1995</u>	<u>1994</u>
Average Daily Attendance by Month (season, daily, guest)										
May	46	126	30	152	224	*	*	39	98	464
June	10255	576	699	428	455	*	*	507	427	427
July	16526	803	666	562	768	*	*	487	696	710
August	10922	611	521	532	319	*	*	597	535	342
September	0	619	423	776	784	*	*	1039	426	46
Season Pass Attendance-Monthly										
May	40	265	37	408	788	*	*	260	444	1644
June	5119	7616	11953	8654	9546	*	*	13653	10983	11647
July	8276	11803	13682	11466	16166	*	*	13202	18030	18840
August	5061	6704	8193	9588	5658	*	*	13912	13419	8742
September	0	737	910	1507	1772	*	*	1763	1407	212
Season Pass Attendance-Average/Day										
May	5	53	12.3	136	263	*	*	37	89	411
June	171	305	478	309	367	*	*	455	366	388
July	267	407	456	382	557	*	*	426	582	608
August	163	305	341	369	257	*	*	497	433	282
September	0	369	303	502	590	*	*	882	352	42
Daily Pass Attendance-Monthly										
May	6	134	1	17	55	*	*	6	43	146
June	3172	4173	2194	1337	1092	*	*	933	1107	2579
July	4804	5781	3483	2509	2800	*	*	1099	2350	1806
August	3200	3319	2607	2065	1118	*	*	1367	2200	968
September	0	277	261	455	345	*	*	200	211	9
Daily Pass-Average/Day										
May	0.7	26.8	0.33	6	18	*	*	1	9	37
June	106	167	88	448	42	*	*	31	37	86
July	155	199	116	84	97	*	*	35	76	58
August	103	151	109	79	51	*	*	49	71	31
September	0	139	87	152	115	*	*	100	53	2
Employee Daily - Monthly										
May	0		1	16	110	*	*	2	5	67
June	551		1497	1223	1180	*	*	519	716	433
July	663		2320	2734	2566	*	*	1069	1188	1094
August	391		1136	1725	791	*	*	1274	952	594
September	0		74	307	236	*	*	104	84	9
Emp Daily-Average/Day										
May	0		0.33	5	37	*	*	1	1	17
June	18		60	44	45	*	*	17	24	14
July	21		77	79	88	*	*	34	38	35
August	13		47	66	36	*	*	46	31	19
September	0		25	102	79	*	*	52	21	2
Non Res Daily - Monthly										
May	0	103								
June	1413	2606								
July	2783	5717								
August	2270	3429								
September	0	223								
Non Res Daily - Ave/Day										
May	0	20.6								
June	47	104								
July	90	197								
August	73	156								
September	0	112								

Temperature Data 2003 2002 2001 2000 1999 1998 1997 1996 1995 1994

Days between 50-59 degrees	3	2								
Days between 60-69 degrees	11	6	8	8	5	*	*	10	5	13
Days between 70-79 degrees	37	23	32	43	31	*	*	27	16	21
Days between 80-89 degrees	41	48	41	45	46	*	*	55	65	54
Days 90 degrees or above	7	19	17	1	15	*	*	9	15	13

May

Days between 50-59 degrees	2	1								
Days between 60-69 degrees	4	2	2	0	0	*	*	5	1	0
Days between 70-79 degrees	3	2	1	2	1	*	*	2	1	2
Days between 80-89 degrees		3	0	1	2	*	*	0	3	3
Days 90 degrees or above		0	0	0	0	*	*	0	0	0

June

Days between 50-59 degrees	1	1								
Days between 60-69 degrees	6	1	6	5	4	*	*	5	3	3
Days between 70-79 degrees	14	3	7	10	11	*	*	10	4	8
Days between 80-89 degrees	7	8	10	14	10	*	*	12	15	12
Days 90 degrees or above	2	13	7	1	5	*	*	3	8	7

July

Days between 60-69 degrees	0	0	0	0	0	*	*	0	1	1
Days between 70-79 degrees	10	6	12	17	3	*	*	12	3	2
Days between 80-89 degrees	19	15	15	13	18	*	*	17	23	22
Days 90 degrees or above	2	10	4	0	10	*	*	2	4	6

August

Days between 60-69 degrees	0	2	0	2	1	*	*	0	1	6
Days between 70-79 degrees	10	7	10	14	16	*	*	3	4	8
Days between 80-89 degrees	15	15	15	14	13	*	*	24	22	17
Days 90 degrees or above	3	4	6	0	0	*	*	4	4	0

September

Days between 60-69 degrees	1	0	0	1	0	*	*	0	0	3
Days between 70-79 degrees		0	2	0	0	*	*	0	2	2
Days between 80-89 degrees		2	1	3	3	*	*	2	2	0
Days 90 degrees or above		0	0	0	0	*	*	0	0	0

* Data not tracked.

A Special Meeting of the Troy City Council was held Monday, February 16, 2004, at City Hall, 500 W. Big Beaver Road. Mayor Pro Tem Lambert called the Meeting to order at 6:12 P.M.

ROLL CALL

PRESENT: Mayor Matt Pryor (arrived approx. 6:40)
 Robin E. Beltramini
 Cristina Broomfield
 David Eisenbacher
 Martin F. Howrylak (arrived at 6:16)
 David A. Lambert
 Jeanne M. Stine

1. Continuation of Special Meeting of Monday, February 9, 2004 – Annual Personnel Evaluations of the City Manager and City Attorney

Resolution #2004-02-055
 Moved by Eisenbacher
 Seconded by Beltramini

RESOLVED, That the City Council of the City of Troy shall **ADJOURN to continue the closed session which commenced on Monday February 9, 2004**, to conduct the personnel evaluations of the City Manager and the City Attorney, as permitted by State Statute MCL 15.268, Section 8 (a), as resolved at the Monday February 9, 2004 Special Meeting and as posted Tuesday, February 10, 2004 in accordance with the Open Meetings Act, MCL 15.265.

Yes: All-5
 No: None
 Absent: Pryor, Howrylak

The meeting **RECESSED** at 6:13 PM.

The meeting **RECONVENED** at 7:24 PM.

PUBLIC COMMENT

The meeting **ADJOURNED** at 7: 25 PM.

Matt Pryor, Mayor

John M. Lamerato, Assistant City Manager /
 Finance and Administration

A Regular Meeting of the Troy City Council was held Monday, February 16, 2004, at City Hall, 500 W. Big Beaver Road. Mayor Pryor called the Meeting to order at 7:43 P.M.

The Invocation was given by Pastor Jack L. Mannschreck – Big Beaver United Methodist Church and the Pledge of Allegiance to the Flag was given.

ROLL CALL

PRESENT: Mayor Matt Pryor
Robin E. Beltramini
Cristina Broomfield
David Eisenbacher
Martin F. Howrylak
David A. Lambert
Jeanne M. Stine

PRESENTATION:

A-1 Presentation given by Brian Wattles, Chairman, Civic Center Priority Task Force (CCPTF) regarding the proposed Civic Center site.

PUBLIC HEARINGS

C-1 Michigan NextEnergy Exemption

Resolution #2004-02-056
Moved by Stine
Seconded by Lambert

RESOLVED, That the City Council of the City of Troy **AFFIRMS** the three (3) Michigan NextEnergy Exemption proposals for alternative energy personal property located at 1707 Northwood, 1621 Northwood, and 1100 W. Maple, all located in the City of Troy, as certified by the City Assessor; a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

BE IT FURTHER RESOLVED, That the City Clerk of the City of Troy shall **FORWARD** a copy of this Resolution to the Michigan NextEnergy Authority at 300 N. Washington Square, Lansing, Michigan 48913.

Yes: Pryor, Beltramini, Broomfield, Lambert, Stine
No: Eisenbacher, Howrylak

MOTION CARRIED

Vote on Resolution to Suspend City Council Rules # 5 and Change Order of Business

Resolution #2004-02-057
Moved by Eisenbacher
Seconded by Lambert

RESOLVED, That City Council **SUSPEND** Rules of Procedure #5 and **MOVE FORWARD** Items G-19, Memorandum, Re: Cricket Site Update and G-20, Letter, Re: Reconsideration of Boulan Park Site for the Cricket Field – Venkat Mallya – Chairman, Michigan Cricket Association on the current agenda.

Yes: All-7

G-19 Memorandum, Re: Cricket Site Update: *Related to this issue is a request from the Michigan Cricket Association to use Boulan Park (See Item G-20)*

G-20 Letter, Re: Reconsideration of Boulan Park Site for the Cricket Field – Venkat Mallya – Chairman, Michigan Cricket Association

Vote on Resolution Regarding the Reconsideration of the Boulan Park Site for the Cricket Field

Resolution #2004-02-058

Moved by Pryor

Seconded by Beltramini

RESOLVED, That City Council **DIRECTS** City Management to prepare a specific plan regarding the potential development of a cricket field at the Boulan Park Site and provide an impact statement regarding the affect on current programs including the possibility of reprogramming affected programs; and

RESOLVED, That City Council **DIRECTS** City Management to investigate the cost of increasing maintenance on the football field; and

RESOLVED, That City Council **DIRECTS** City Management to negotiate the use of one of the high school football fields for specific use by the Troy Cowboy football teams with the Troy School District; and

BE IT FURTHER RESOLVED, That City Council **DIRECTS** City Management to further research: 1. The usage of baseball diamonds and shelter including the approximate size of the groups; 2. Determine where the funding will come; 3. Will the \$43,000.00 include razing and raising the park shelter; and 4. Provide a sketch with approximate dimensions; and

BE IT FINALLY RESOLVED, That City Council **DIRECTS** City Management to present their findings at the Regular City Council Meeting scheduled for Monday, March 1, 2004.

Yes: All-7

The meeting **RECESSED** at 10:33 PM.

The meeting **RECONVENED** at 11:00 PM.

PUBLIC COMMENT:

A. Items on the Current Agenda

F-1 Appointments to Boards and Committees: City Council Appointments: Historic District Study Committee; Board of Zoning Appeals: Planning Commission Representative and Alternate, and CATV Advisory Board

(b) City Council Appointments

Resolution
Moved by Lambert
Seconded by Howrylak

RESOLVED, That the following persons are hereby **APPOINTED BY THE CITY COUNCIL** to serve on the Boards and Committees as indicated:

Historic District Study Committee

Appointed by Council (1 Member of the Historic District Commission) – Ad Hoc

Charlene Harris Term expires: Ad Hoc

Kinda Hupman Term expires: Ad Hoc

Paul Chu Lin Term expires: Ad Hoc

Kevin Lindsey Term expires: Ad Hoc

Bob Miller Term expires: Ad Hoc

Linda Rivetto Term expires: Ad Hoc

Marjorie A. Biglin Term expires: Ad Hoc

Vote on Resolution to Postpone

Resolution #2004-02-059
Moved by Pryor
Seconded by Beltramini

RESOLVED, That the appointments to Boards and Committees, Historic District Study Committee be **POSTPONED** until the Regular City Council meeting scheduled for Monday, February 23, 2004.

Yes: All-7

Vote on Resolution to Confirm Planning Commission Representative and Alternate to the Board of Zoning Appeals

Resolution #2004-02-060
Moved by Beltramini
Seconded by Howrylak

RESOLVED, That the City of Troy City Council hereby **CONFIRMS** the appointments of Thomas Strat as Planning Commission Representative and Robert M. Schultz as Planning Commission Representative Alternate to the Board of Zoning Appeals with terms scheduled to expire on December 31, 2004.

Yes: All-7

Vote on Resolution to Appoint Members to the CATV Advisory Committee

Resolution #2004-02-061
Moved by Stine
Seconded by Eisenbacher

RESOLVED, That the following person is hereby **APPOINTED BY THE CITY COUNCIL** to serve on the Boards and Committees as indicated:

CATV Advisory Committee

Appointed by Council (7) – 3 years

Alan Manzon Unexpired term expires 9-30-2006

Yes: All-7

Appointments Carried-Over as Item F-1 on the Next Regular City Council Meeting Agenda Scheduled for March 1, 2004:

(a) Mayoral Appointments

Economic Development Corporation

Mayor, Council Approval (9) – 6 years

Stuart F Redpath - Does not seek reappointment Term expires 04-30-2009

Term expires 04-30-2009

Term expires 04-30-2009

Planning Commission

Mayor, Council Approval (9) – 3 years

Mr. Storrs seeks reappointment

Term expires 12-31-2006

(b) City Council Appointments

Advisory Committee for Persons with Disabilities

Appointed by Council (9 Regular, 3 Alternates) – 3 years

Term expires 11-01-2006 (Alternate)

Term expires 07-01-2004 (Student)

Troy Daze

Appointed by Council (9) – 3 years

Term expires 11-30-2004

Term expires 07-01-2003 (Student)

F-4 Planning Commission Resolution in Support of Thomas Strat Attending the Annual American Planning Association (APA) Conference in Washington, D.C.

Resolution #2004-02-062
Moved by Stine
Seconded by Beltramini

RESOLVED, That a City of Troy Planning Commission member may attend the 2004 American Planning Association Annual Conference in Washington, D.C.

Yes: All-7

F-6 National Day of Prayer

Resolution #2004-02-063
Moved by Eisenbacher
Seconded by Broomfield

RESOLVED, That the request from the National Day of Prayer Committee, requesting permission to hold an observance for a National Day of Prayer in front of City Hall on Thursday, May 6, 2004 from 12:00 pm – 1:00 pm be **APPROVED** with the understanding that all faiths are recognized; and

BE IT FURTHER RESOLVED, That **APPROVAL IS GRANTED** to place a vinyl banner 3 ft. x 10 ft. which reads “Annual National Day of Prayer – 1st Thursday of May” in front of City Hall for seven days from Friday, April 30 through Thursday, May 6, 2004.

Yes: All-7

B. Items Not on the Current Agenda**CONSENT AGENDA**

E-1 Approval of Consent Agenda

Resolution #2004-02-064
Moved by Eisenbacher
Seconded by Lambert

RESOLVED, That all items as presented on the Consent Agenda are hereby **APPROVED** as presented with the exception of Items E-2, E-4, E-8, E-10 and E-13, which shall be considered after Consent Agenda (E) items, as printed.

Yes: All-7

E-3 Proposed City of Troy Proclamation(s): None proposed.

E-5 Standard Purchasing Resolution 3: Exercise Renewal Option – Printing 2004 Summer/Winter Tax Bills

Resolution #2004-02-064-E-5

RECONSIDERED: Resolution #2004-02-068
Motion Carried

WHEREAS, On February 17, 2003, a contract with an option to renew for one additional tax year to provide printing services for the 2003 Summer/Winter Tax Bills was awarded to the low bidder, CDCI/SourceLink (Resolution #2003-02-092); and

WHEREAS, CDCI/SourceLink has agreed to exercise the one-year option to renew the contract under the same pricing, terms and conditions.

NOW, THEREFORE, BE IT RESOLVED, That the option to renew the contract is hereby **EXERCISED** with CDCI/SourceLink to provide printing services for the 2004 Summer/Winter Tax Bills for an estimated cost of \$9,510.00, plus the actual cost of first class postage, under the same prices, terms and conditions, expiring on December 31, 2004.

E-6 Acceptance of Permanent Storm Sewer Easement – Sidwell #88-20-03-277-021 – Project No. 03.925.3 – Averhill Development II, L.L.C.

Resolution #2004-02-064-E-6

RESOLVED, That the permanent easement for storm sewer from Averhill Development II, L.L.C., having Sidwell #88-20-03-277-021, is hereby **ACCEPTED**; and

BE IT FURTHER RESOLVED, That the City Clerk is hereby **DIRECTED TO RECORD** said permanent easement for storm sewer with Oakland County Register of Deeds, a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

E-7 Acceptance of Permanent Water Main Easement – Sidwell #88-20-25-101-025 – Project No. 03.916.3 – TCF National Bank

Resolution #2004-02-064-E-7

RESOLVED, That the permanent easement for water main from TCF National Bank, having Sidwell #88-20-25-101-025, is hereby **ACCEPTED**; and

BE IT FURTHER RESOLVED, That the City Clerk is hereby **DIRECTED TO RECORD** said permanent easement with the Oakland County Register of Deeds, a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

E-9 Acceptance of Permanent Watermain Easement – Sidwell #88-20-26-200-085 – Project No. 03.934.3 – NBS Headquarters Building

Resolution #2004-02-064-E-9

RESOLVED, That the permanent easement for watermain from RCPS, L.L.C., a Michigan Limited Liability Company, having Sidwell #88-20-26-200-085, is hereby **ACCEPTED**; and

BE IT FURTHER RESOLVED, That the City Clerk is hereby **DIRECTED TO RECORD** said permanent easement with Oakland County Register of Deeds; a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

E-11 Standard Purchasing Resolution 3: Option to Renew – Original Equipment Manufacturers Replacement Parts Contracts for Golf Course, Lawn, and Turf Maintenance Equipment

Resolution #2004-02-064-E-11

WHEREAS, On April 9, 2001, three-year contracts with the option to renew for one additional year to provide original equipment manufacturers replacement parts for golf course, lawn, and turf maintenance equipment was awarded to the lowest acceptable bidders, Spartan Distributors, Weingartz Supply Co., Inc., and W.F. Miller Company (Resolution #2001-04-188-E-9); and

WHEREAS, All the above named vendors have agreed to exercise the one-year option to renew the contracts under the same price discounts, terms, and conditions.

NOW, THEREFORE, BE IT RESOLVED, That the option to renew the contracts are hereby **EXERCISED** with Spartan Distributors, Weingartz Golf and Turf, and W.F. Miller Company to provide original equipment replacement parts at an estimated total cost of \$30,000.00 per year under the same pricing structure, terms, and conditions as the original contracts, and shall expire on April 9, 2005.

E-12 Private Agreement for Rochester Office Parc – Project No. 03.925.3

Resolution #2004-02-064-E-12

RESOLVED, That the Contract for the Installation of Municipal Improvements (Private Agreement) between the City of Troy and Averhill Development, L.L.C., is hereby **APPROVED** for the installation of storm sewer, detention and sanitary sewer on the site and in the adjacent right-of-way, and the Mayor and City Clerk are **AUTHORIZED TO EXECUTE** the documents; a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

E-14 Standard Purchasing Resolution 11: Rejection of Request for Proposals – Wellness Center Operation and Management

Resolution #2004-02-064-E-14

RESOLVED, That all requests for proposal for RFP 02-52, Community Center Wellness Center, opened December 4, 2002, are hereby **REJECTED** and will be **RE-BID**.

ITEMS TAKEN OUT OF ORDER

E-2 Minutes: Study Session of January 31, 2004

Resolution #2004-02-065
Moved by Lambert
Seconded by Beltramini

RESOLVED, That the Minutes of the 1:00 PM Study Session of January 31, 2004 be **APPROVED** as **CORRECTED**.

Yes: All-7

E-2 Minutes: Regular Meeting of February 2, 2004, and Special Meetings of February 9, 2004

Resolution #2004-02-066
Moved by Lambert
Seconded by Howrylak

RESOLVED, That, the Minutes of the 7:30 PM Regular Meeting of February 2, 2004, the Minutes of the 6:30 PM Special Meeting of February 9, 2004 and the Minutes of the 7:30 PM Special Meeting of February 9, 2004 be **APPROVED** as **SUBMITTED**.

Yes: All-7

E-4 Standard Purchasing Resolution 10: Travel Authorization and Approval to Expend Funds for Troy City Council Members' Travel Expenses – 2004 NLC Annual Congressional City Conference

Resolution #2004-02-067
Moved by Eisenbacher
Seconded by Beltramini

RESOLVED, That the Mayor is **AUTHORIZED** to attend the 2004 NLC Annual Congressional City Conference in Washington, D.C. on March 5-9, 2004 in accordance with accounting procedures of the City of Troy.

Yes: All-7

Vote on Resolution to Reconsider Resolution #2004-02-064-E-5

Resolution #2004-02-068
Moved by Pryor
Seconded by Eisenbacher

RESOLVED, That Resolution #2004-02-064-E-5, Moved by Eisenbacher and Seconded by Lambert , as it appears below be **RECONSIDERED** by City Council:

Resolution #2004-02-064-E-5

WHEREAS, On February 17, 2003, a contract with an option to renew for one additional tax year to provide printing services for the 2003 Summer/Winter Tax Bills was awarded to the low bidder, CDCI/SourceLink (Resolution #2003-02-092); and

WHEREAS, CDCI/SourceLink has agreed to exercise the one-year option to renew the contract under the same pricing, terms and conditions.

*NOW, THEREFORE, BE IT RESOLVED, That the option to renew the contract is hereby **EXERCISED** with CDCI/SourceLink to provide printing services for the 2004 Summer/Winter Tax Bills for an estimated cost of \$9,510.00, plus the actual cost of first class postage, under the same prices, terms and conditions, expiring on December 31, 2004.*

Yes: All-7

Yes: All-7

Vote on Resolution to Postpone Reconsidered Resolution #2004-02-064-E-5

Resolution #2004-02-069
Moved by Pryor
Seconded by Beltramini

RESOLVED, That Reconsidered Resolution #2004-02-064-E-5 be **POSTPONED** until the Regular City Council meeting scheduled for Monday, February 23, 2004.

Yes: All-7

E-8 Standard Purchasing Resolution #1: Bid Award – Mowers and Miscellaneous Equipment Less Trade-Ins

Resolution #2004-02-070
 Moved by Howrylak
 Seconded by Eisenbacher

RESOLVED, That the Standard Purchasing Resolution #1: Bid Award – Mowers and Miscellaneous Equipment Less Trade-Ins be **POSTPONED** until the Regular City Council meeting scheduled for Monday, February 23, 2004.

Yes: All-7

E-10 Standard Purchasing Resolution #3: Option to Renew – Outdoor Lighting Maintenance Contract

Resolution #2004-02-071
 Moved by Pryor
 Seconded by Broomfield

RESOLVED, That the Standard Purchasing Resolution #3: Option to Renew – Outdoor Lighting Maintenance Contract be **POSTPONED** until the Regular City Council meeting scheduled for Monday, February 23, 2004.

Yes: All-7

E-13 Request for Acceptance of Permanent Easements and Reimbursement for Landscaping in the Easement Areas – Maplelawn Road Reconstruction Project – Maple to Crooks - Project #90.903.1

Resolution #2004-02-072
 Moved by Eisenbacher
 Seconded by Broomfield

RESOLVED, That the permanent easements for roadway, sidewalk, and public and private utilities for the Maplelawn Road Reconstruction Project/Maple to Crooks, for the following properties as indicated by Sidwell Numbers:

20-29-401-010, 20-29-401-024, 20-29-401-018, 20-29-401-017, 20-29-401-006,
 20-29-401-016, 20-29-401-021, 20-29-401-020, 20-29-401-003, 20-29-401-026,
 20-29-401-027, 20-29-401-013, 20-29-426-047, 20-29-426-021, 20-29-426-026,
 20-29-426-030, 20-29-426-052, 20-29-426-053, are hereby **ACCEPTED**; and

BE IT FURTHER RESOLVED, That payments be **AUTHORIZED** for the reimbursement of landscaping in the total amount of \$34,486.75; and

BE IT FINALLY RESOLVED, That the City Clerk is hereby **DIRECTED TO RECORD** said permanent easements with the Oakland County Register of Deeds; a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

Yes: All-7

REGULAR BUSINESS

F-2 Closed Session

Resolution #2004-02-073

Moved by Beltramini

Seconded by Howrylak

BE IT RESOLVED, That the City of Troy City Council **SHALL MEET** in Closed Session, as permitted by MCL 15.268 (e); City of Troy v. Premium Construction, L.L.C. and Roy Rathka v. City of Troy, after adjournment of this meeting.

Yes: All-7

F-3 2004 Poverty Exemption Guidelines

Resolution #2004-02-074

Moved by Eisenbacher

Seconded by Beltramini

RESOLVED, That pursuant to MCL 211.7u, the City Council of the City of Troy hereby **APPROVES** the proposed "Poverty Exemption Guidelines" for 2004 as presented by the City Assessor in a memorandum dated January 21, 2004; a copy of which shall be **ATTACHED** to the original Minutes of this meeting with the provision that the amount of advertising be increased.

Yes: All-7

F-5 On-Line Auctioning with Bidcorp Through Our E-Procurement Provider, Bidnet

Resolution #2004-02-075

Moved by Eisenbacher

Seconded by Lambert

RESOLVED, That the agreement is hereby **APPROVED** to provide on-line auction services with Bidcorp, a partner of Bidnet, the provider of E-procurement on-line processes for the Michigan Intergovernmental Trade Network (MITN) of which Troy is a member, with the fee for

the auction service established at 5% with the provision that other on-line auction service options are being considered; and

BE IT FURTHER RESOLVED, That staff is **AUTHORIZED** to post auction items on the website for sale as the items are deactivated from service with final auction reporting presented to City Council on a monthly basis.

Yes: All-7

F-7 Traffic Committee Recommendations

(a) Proposed Resolution A: Requesting the Road Commission for Oakland County to Retain the Traffic Signal on Big Beaver at Wrenwood

Resolution #2004-02-076a

Moved by Stine

Seconded by Howrylak

WHEREAS, The City of Troy received a letter from the Road Commission for Oakland County (RCOC) recommending the removal of the traffic signal at the intersection of Wrenwood and Big Beaver Road because the signal does not meet warrants; and

WHEREAS, The City Traffic Committee, and the majority of residents in the area believe that the removal of the traffic signal at the intersection of Wrenwood and Big Beaver Road will cause traffic concerns in the area; and

WHEREAS, The traffic signal at the intersection of Wrenwood and Big Beaver Road provides gaps in the Big Beaver traffic facilitating safer, easier ingress and egress to residential streets and driveways in this mile section of Big Beaver; and

WHEREAS, The traffic signal at the intersection of Wrenwood and Big Beaver Road serves a City designated and marked bike route, and provides for pedestrians/bikers to safely cross Big Beaver for after school activities and other recreational purposes.

NOW, THEREFORE, BE IT RESOLVED, That the City Council of the City of Troy **REQUESTS** the Road Commission for Oakland County (RCOC) to retain the traffic signal at the intersection of Big Beaver and Wrenwood.

Yes: All-7

(b) Proposed Resolution B: Requesting the Road Commission for Oakland County to Install a Traffic Signal on South Boulevard at High Oaks

Resolution #2004-02-076b

Moved by Stine

Seconded by Howrylak

WHEREAS, The City received a letter from the Road Commission for Oakland County (RCOC) recommending installation of a traffic signal at the intersection of South Boulevard and High Oaks to improve progression and provide for gaps in South Boulevard traffic; and

WHEREAS, The Road Commission for Oakland County (RCOC) is willing to improve South Boulevard at the intersection with the necessary tapers to facilitate installation of a traffic signal.

NOW, THEREFORE, BE IT RESOLVED, That the City Council of the City of Troy **APPROVES** the Road Commission for Oakland County (RCOC) recommendation to install a traffic signal at the intersection of South Boulevard and High Oaks.

Yes: All-7

F-8 Troy v. Marilyn Kay Miller Living Trust (2356 E. Long Lake)

Resolution #2004-02-077
Moved by Eisenbacher
Seconded by Beltramini

RESOLVED, That the City of Troy City Council **APPROVES** the proposed consent judgment in the City of Troy v. Marilyn Kay Miler Living Trust condemnation case, and **AUTHORIZES** payment in the amounts stated therein, and further authorizes the City Attorney's Office to **EXECUTE** the consent judgment, which shall be **ATTACHED** to the original Minutes of this meeting.

Yes: All-7

COUNCIL COMMENTS/COUNCIL REFERRALS

Items Advanced to the City Manager by Individual City Council Members for Placement on the Agenda: No items advanced.

COUNCIL REFERRALS

REPORTS AND COMMUNICATIONS

G-1 Minutes – Boards and Committees:

- (a) Election Commission/Final – December 4, 2003
- (b) Civic Center Priority Task Force/Final – December 10, 2003
- (c) Planning Commission/Final – January 6, 2004
- (d) Advisory Committee for Persons with Disabilities/Draft – January 7, 2004
- (e) Advisory Committee for Persons with Disabilities/Final – January 7, 2004
- (f) Advisory Committee for Senior Citizens/Final – January 8, 2004
- (g) Liquor Advisory Committee/Final – January 12, 2004
- (h) Planning Commission/Final – January 13, 2004
- (i) Employees Retirement System Board of Trustees/Draft – January 14, 2004
- (j) Planning Commission Special-Study/Draft – January 27, 2004
- (k) Civic Center Priority Task Force/Draft – January 28, 2004
- (l) Election Commission/Draft – January 29, 2004
- (m) Planning Commission Special-Study/Draft – February 3, 2004
- (n) Advisory Committee for Senior Citizens/Draft – February 5, 2004

Noted and Filed

G-2 Department Reports:

- (a) Projects Approved for FY 2007 in the Transportation Improvement Program (TIP)
- (b) Monthly Financial Report – January 31, 2004
- (c) Permits Issued During the Month of January 2004
- (d) 2003 Fourth Quarter Litigation Report

Noted and Filed

G-3 Announcement of Public Hearings:

- (a) Parking Variance Request – 1845 Livernois – **Scheduled for February 23, 2004**

Noted and Filed

G-4 Green Memorandums:

- (a) Museum Physical Maintenance and Conservation Summary Report
- (b) 2004 Sylvan Glen Rates
- (c) Section 22 Park Site
- (d) Aquatic Center Fee Request and 2002/3 – Year End Report
- (e) Ladd's, Inc. 5-Acre Parcel Appraisal

- (f) General Direction Received at Study Session of Monday, February 9, 2004; Budget Development
- (g) Letter from Law Firm of Clark Hill Asking Council if There is an Interest in The Development of a Minor League Baseball Stadium on Parkland Property Across from the Community Center In Section 22

Noted and Filed

G-5 Proposed Proclamations/Resolutions from Other Organizations: None proposed

G-6 Calendar

Noted and Filed

G-7 Letters of Appreciation:

- (a) Letter from the U.S. Department of Justice to Police Chief Craft Thanking Sergeant Bjork, Officer Salter and Training Assistant Lynn McDaniel for Their Assistance with the State and Local Anti-Terrorism Training Program
- (b) Chesterfield Police Department to Police Chief Craft Thanking the Troy Police Department for Their Assistance With Apprehending a Tri-County Armed Robbery Suspect
- (c) Letter from Walenda Green to DPW Director Richnak Thanking His Department for the Great Job Removing Snow After the Recent Snow Storm
- (d) A Declaration of Special Tribute from Jennifer M. Granholm, Governor State of Michigan and Shirley Johnson, State Senator – 13th District – Commemorating the Selection of the City of Troy as the *Sports Illustrated 50th Anniversary Sportstown* for the State of Michigan
- (e) Letter from L. Brooks Patterson, County Executive – Oakland County Michigan, to John Szerlag for His Interest in Serving on the 2004 Business Roundtable – Transportation Committee
- (f) Letter of Appreciation to Officers Warzeua and Mairorano from Dana Cochran Thanking Them for Their Professional Advice in Regard to Her Fourteen Year Old Son
- (g) Letter of Appreciation and Recognition from Kimberly A. Woodard – Assistant Prosecuting Attorney – Oakland County, to Chief Charles Craft in Regard to the Professionalism Displayed by Detective Lisa Rockafellow
- (h) Letter of Appreciation to Officers Beckman and Wieg from Don & Penny Little for Their Compassion in Responding to a 911 Call to Their Mother and Sister's Home
Noted and Filed

G-8 Travel Expense Report – Matt Pryor

Noted and Filed

G-9 Memorandum, Re: Article Discussing State Pre-emption of Local Ordinances

Noted and Filed

G-10 Memorandum, Re: Governmental Immunity Article for OCBA Laches

Noted and Filed

G-11 Letter from John V. Kessler, Re: Religious Displays on City Property

Noted and Filed

G-12 Report, Re: Southeaster Oakland County Resource Recovery Authority – Quarterly Report

Noted and Filed

G-13 Appointment of Historic District Commission Study Committee

Noted and Filed

G-14 Memorandum, Re: Evaluation of City Council/Traffic Committee Action to Restrict Left Turns at the Gas Station – Rochester and Wattles

Noted and Filed

G-15 Memorandum, Re: Election to Institute Transportation Engineers' Board
Noted and Filed

G-16 Memorandum, Re: Governor's "Cool" Cities Initiative: Summary of Report
Noted and Filed

G-17 Memorandum, Re: Law Day 2004
Noted and Filed

G-18 Memorandum, Re: Junk Vehicle Violation
Noted and Filed

PUBLIC COMMENT

STUDY ITEMS – No study items submitted.

The meeting **ADJOURNED** on Tuesday, February 17, 2004 1:24 AM.

Matt Pryor, Mayor

Barbara A. Holmes, CMC – Deputy City Clerk

A Regular Meeting of the Troy City Council was held Wednesday, February 18, 2004, at City Hall, 500 W. Big Beaver Road. Mayor Pryor called the Meeting to order at 7:33 P.M.

The Invocation was given by Mayor Pro Tem Lambert and the Pledge of Allegiance to the Flag was given.

ROLL CALL

PRESENT: Mayor Matt Pryor
Robin E. Beltramini
Cristina Broomfield
David Eisenbacher
Martin F. Howrylak
David A. Lambert
Jeanne M. Stine

OUTLINE OF PUBLIC HEARING PROCEDURE

The City Attorney suggests the following outline of procedure for consideration of liquor violations:

1. The Mayor calls the Licensee whose case is to be heard.
2. The Licensee and/or his attorney should be asked to the front of the Chamber to acknowledge their presence for the record and can be seated.
3. The Assistant City Attorney makes a very short opening statement regarding the violation(s), and presents proofs.
4. When witnesses are called, they should be sworn by the City Clerk to tell the truth.
5. Once the witness is sworn, the Assistant City Attorney will question the witness.
6. The police report and other documents may be offered into evidence as part of the case and should be kept by the City Clerk as part of the records.
7. At the conclusion of the City's case, the Licensee or his attorney should be asked to offer an explanation for the violations if they choose, make a statement, offer evidence, or otherwise make their presentation.
8. If the Licensee offers evidence from witnesses who have not been previously sworn, the City Clerk should swear those witnesses.
9. Once the Licensee has concluded his presentation, the Assistant City Attorney should be given an opportunity for rebuttal, if any is desired.
10. City Council members may ask questions at any time, but it is suggested that this questioning by Council members be conducted after the parties conclude their presentations.
11. When the presentation of evidence is concluded, the matter returns to the City Council for discussion, deliberation, and resolution.

PUBLIC COMMENT:

A. Items on the Current Agenda**PUBLIC HEARINGS**

The following named Licensees have been given notice to appear for this series of Public Hearings regarding alleged violations:

Liquor Violations (Class C):

- a) Name: Alibi Lounge of Troy, Inc. (dba: Alibi Lounge)
Address: 6700 Rochester Road
License No.: Class C (858-2002)
- b) Name: LaShish, Inc. (dba: LaShish)
Address: 3720 Rochester Road
License No.: Class C (100797-2002)
- c) Name: Picano Restaurant, Inc. (dba: Picano's)
Address: 3775 Rochester Road
License No.: Class C (7024-2002)
- d) Name: Mon Jin Lau, Inc. (dba: Mon Jin Lau)
Address: 1515 E. Maple
License No.: Class C (353-2002)
- e) Name: Hooter's of Troy, Inc. (dba: Hooter's)
Address: 1686 John R
License No.: Class C (1737-2002)
- f) Name: Brinker Restaurant Corp., Inc. (dba: Chili's Bar & Grille)
Address: 402 W. 14 Mile Road
License No.: Class C (4474-2002)
- g) Name: National Coney Island, Inc. (dba: National Coney Island)
Address: 3364 Rochester Road
License No.: Class C Resort (41187-2002)
- h) Name: Motor City of Troy, Inc. (dba: Motor City Coney Café)
Address: 1949 W. Maple
License No.: Class C, Outdoor Service Permit (118796-2003 SS)

1.0 **Liquor Violations (Class C): (a) Alibi Lounge of Troy, Inc. (dba: Alibi Lounge); (b) LaShish, Inc. (dba: LaShish); (c) Picano Restaurant, Inc. (dba: Picano's); (d) Mon Jin Lau, Inc. (dba: Mon Jin Lau); (e) Hooter's of Troy, Inc. (dba: Hooter's); (f) Brinker Restaurant Corp., Inc. (dba: Chili's Bar & Grille); (g) National Coney Island, Inc. (dba: National Coney Island); and (g) Motor City of Troy, Inc. (dba: Motor City Coney Café)**

(a) Alibi Lounge of Troy, Inc. (dba: Alibi Lounge)

Resolution #2004-02-078

Moved by Stine

Seconded by Beltramini

WHEREAS, The City Council of the City of Troy has reviewed the following infractions of liquor control codes and regulations and/or ordinances of the State of Michigan and/or the City of Troy respectively; and

WHEREAS, The City Council has given public notice that it will deliberate and determine whether to adopt a resolution to recommend to the Michigan Liquor Control Commission that the license not be renewed after a Public Hearing on Wednesday, February 18, 2004, for the following licensed establishment:

Name: Alibi Lounge of Troy, Inc. (dba: Alibi Lounge)
Address: 6700 Rochester Road
License No.: Class C (858-2002)

and, having found violation for the following codes and/or regulations: SALE TO MINOR (Compliance Test) on October 28, 2003; and

WHEREAS, This Licensee had a prior violation dated October 11, 2002 – Sale to Minor (Compliance Test); and

WHEREAS, After due notice the Licensee was given opportunity to review these cited infractions, and opportunity to confront witnesses and/or statements by accusers while in the presence of this City Council, sitting as a hearing body on Wednesday, February 18, 2004;

NOW, THEREFORE, BE IT RESOLVED, By the City Council of the City of Troy, that after due notice, appropriate hearing and deliberations, and having made findings, it is recommended to the Michigan Liquor Control Commission that License Number 858-2002 (Class C) in the name of Alibi Lounge of Troy, Inc. in the City of Troy, **BE RENEWED** with the stipulation that the Licensee will implement their proposed "Employee Acknowledgement of Policy Pertaining to Sales of Alcoholic Beverages" which will include the revision that all patrons who are served alcohol will be required to provide valid identification providing that person to be 21 years of age or older; a certified copy of this resolution be **SENT** to the Michigan Liquor Control Commission.

Yes: All-7

(b) LaShish, Inc. (dba: LaShish)

Resolution

Moved by Stine

Seconded by Howrylak

WHEREAS, The City Council of the City of Troy has reviewed the following infractions of liquor control codes and regulations and/or ordinances of the State of Michigan and/or the City of Troy respectively; and

WHEREAS, The City Council has given public notice that it will deliberate and determine whether to adopt a resolution to recommend to the Michigan Liquor Control Commission that the license not be renewed after a Public Hearing on Wednesday, February 18, 2004, for the following licensed establishment:

Name: LaShish, Inc. (dba: LaShish)
Address: 3720 Rochester Road
License No.: Class C (100797-2002)

and, having found violation for the following codes and/or regulations: SALE TO MINOR (Compliance Test) on October 28, 2003; and

WHEREAS, This Licensee had a prior violation dated August 16, 2001 – Sale to Minor (Compliance Test); and

WHEREAS, After due notice the Licensee was given opportunity to review these cited infractions, and opportunity to confront witnesses and/or statements by accusers while in the presence of this City Council, sitting as a hearing body on Wednesday, February 18, 2004;

NOW, THEREFORE, BE IT RESOLVED, By the City Council of the City of Troy, that after due notice, appropriate hearing and deliberations, and having made findings, it is recommended to the Michigan Liquor Control Commission that License Number 100797-2002 (Class C) in the name of LaShish, Inc. in the City of Troy, **BE RENEWED** with the stipulation that all uncertified servers and/or servers with certificates older than six months will be TIPS or TAMS trained and Licensee will provide documentation thereof to the Troy Police Department; a certified copy of this resolution be **SENT** to the Michigan Liquor Control Commission.

Vote on Amendment

Resolution #2004-02-079

Moved by Beltrami

Seconded by Eisenbacher

RESOLVED, That the Resolution be **AMENDED** by **INSERTING** “by March 30, 2004” after Troy Police Department.

Yes: All-7

Vote on Amended Resolution

Resolution #2004-02-080
Moved by Stine
Seconded by Howrylak

WHEREAS, The City Council of the City of Troy has reviewed the following infractions of liquor control codes and regulations and/or ordinances of the State of Michigan and/or the City of Troy respectively; and

WHEREAS, The City Council has given public notice that it will deliberate and determine whether to adopt a resolution to recommend to the Michigan Liquor Control Commission that the license not be renewed after a Public Hearing on Wednesday, February 18, 2004, for the following licensed establishment:

Name: LaShish, Inc. (dba: LaShish)
Address: 3720 Rochester Road
License No.: Class C (100797-2002)

and, having found violation for the following codes and/or regulations: SALE TO MINOR (Compliance Test) on October 28, 2003; and

WHEREAS, This Licensee had a prior violation dated August 16, 2001 – Sale to Minor (Compliance Test); and

WHEREAS, After due notice the Licensee was given opportunity to review these cited infractions, and opportunity to confront witnesses and/or statements by accusers while in the presence of this City Council, sitting as a hearing body on Wednesday, February 18, 2004;

NOW, THEREFORE, BE IT RESOLVED, By the City Council of the City of Troy, that after due notice, appropriate hearing and deliberations, and having made findings, it is recommended to the Michigan Liquor Control Commission that License Number 100797-2002 (Class C) in the name of LaShish, Inc. in the City of Troy, **BE RENEWED** with the stipulation that all uncertified servers and/or servers with certificates older than six months will be TIPS or TAMS trained and Licensee will provide documentation thereof to the Troy Police Department by March 30, 2004; a certified copy of this resolution be **SENT** to the Michigan Liquor Control Commission.

Yes: All-7

(c) Picano Restaurant, Inc. (dba: Picano's)

Resolution #2004-02-081
Moved by Stine
Seconded by Lambert

WHEREAS, The City Council of the City of Troy has reviewed the following infractions of liquor control codes and regulations and/or ordinances of the State of Michigan and/or the City of Troy respectively; and

WHEREAS, The City Council has given public notice that it will deliberate and determine whether to adopt a resolution to recommend to the Michigan Liquor Control Commission that the license not be renewed after a Public Hearing on Wednesday, February 18, 2004, for the following licensed establishment:

Name: Picano Restaurant, Inc. (dba: Picano's)
Address: 3775 Rochester Road
License No.: Class C (7024-2002)

and, having found violation for the following codes and/or regulations: SALE TO MINOR (Compliance Test) on October 29, 2003; and

WHEREAS, This Licensee had a prior violation dated May 3, 2001 – Sale to Minor (Compliance Test); and

WHEREAS, After due notice the Licensee was given opportunity to review these cited infractions, and opportunity to confront witnesses and/or statements by accusers while in the presence of this City Council, sitting as a hearing body on Wednesday, February 18, 2004;

NOW, THEREFORE, BE IT RESOLVED, By the City Council of the City of Troy, that after due notice, appropriate hearing and deliberations, and having made findings, it is recommended to the Michigan Liquor Control Commission that License Number 7024-2002 (Class C) in the name of Picano Restaurant, Inc., in the City of Troy, **BE RENEWED** with the stipulation that the Licensee will implement an employee policy pertaining to sales of alcoholic beverages which will include the provision that all patrons who are served alcohol will be required to provide valid identification providing that person to be 21 years of age or older and that all uncertified servers and/or servers with certificates older than six months will be TIPS or TAMS trained, and Licensee will provide documentation thereof to the Troy Police Department by March 30, 2004; a certified copy of this resolution be **SENT** to the Michigan Liquor Control Commission.

Yes: All-7

(d) Mon Jin Lau, Inc. (dba: Mon Jin Lau)

Vote on Resolution to Postpone

Resolution #2004-02-082
Moved by Eisenbacher
Seconded by Beltramini

RESOLVED, That the Public Hearing for the below Class C City of Troy Licensee be **POSTPONED** until the Regular City Council meeting scheduled for Wednesday, March 3, 2004 at the request of the Licensee:

Name: Mon Jin Lau, Inc. (dba: Mon Jin Lau)
Address: 1515 E. Maple
License No.: Class C (353-2002)

Yes: All-7

(e) Hooter's of Troy, Inc. (dba: Hooter's)**Vote on Resolution to Postpone**

Resolution #2004-02-083

Moved by Pryor

Seconded by Lambert

RESOLVED, That the Public Hearing for the below Class C City of Troy Licensee be **POSTPONED** until the Regular City Council meeting scheduled for Wednesday, March 3, 2004:

Name: Hooter's of Troy, Inc. (dba: Hooter's)

Address: 1686 John R

License No.: Class C (1737-2002)

Yes: All-7

(f) Brinker Restaurant Corp., Inc. (dba: Chili's Bar & Grille)

Resolution

Moved by Stine

Seconded by Lambert

WHEREAS, The City Council of the City of Troy has reviewed the following infractions of liquor control codes and regulations and/or ordinances of the State of Michigan and/or the City of Troy respectively; and

WHEREAS, The City Council has given public notice that it will deliberate and determine whether to adopt a resolution to recommend to the Michigan Liquor Control Commission that the license not be renewed after a Public Hearing on Wednesday, February 18, 2004, for the following licensed establishment:

Name: Brinker Restaurant Corp., Inc. (dba: Chili's Bar & Grille)

Address: 402 W. 14 Mile Road

License No.: Class C (4474-2002)

and, having found violation for the following codes and/or regulations: SALE TO MINOR (Compliance Test) on June 20, 2003; and

WHEREAS, This Licensee had a prior violation dated November 16, 2000 – Sale to Minor (Compliance Test); and

WHEREAS, After due notice the Licensee was given opportunity to review these cited infractions, and opportunity to confront witnesses and/or statements by accusers while in the presence of this City Council, sitting as a hearing body on Wednesday, February 18, 2004;

NOW, THEREFORE, BE IT RESOLVED, By the City Council of the City of Troy, that after due notice, appropriate hearing and deliberations, and having made findings, it is recommended to the Michigan Liquor Control Commission that License Number 4474-2002 (Class C) in the

name of Brinker Restaurant Corp., Inc., in the City of Troy, **BE RENEWED** with the stipulation that all patrons who are served alcohol will continue to be required to provide valid identification providing that person to be 21 years of age or older, all uncertified servers and/or servers with certificates older than six months will be trained by an alcohol awareness program recognized by the Troy Police Department (i.e. TIPS, TAMS), provide documentation that a scanning system has been implemented and Licensee will provide documentation thereof to the Troy Police Department by March 30, 2004; a certified copy of this resolution be **SENT** to the Michigan Liquor Control Commission.

Vote on Amendment

Resolution #2004-02-084

Moved by Pryor

Seconded by Eisenbacher

RESOLVED, That the Resolution be **AMENDED** by **INSERTING**, “Licensee will implement an employee policy pertaining to sales of alcoholic beverages which will include the provision that all patrons who are served alcohol will be required to provide valid identification providing that person to be 21 years of age or older”.

Yes: All-7

Vote on Amended Resolution

Resolution #2004-02-085

Moved by Stine

Seconded by Lambert

WHEREAS, The City Council of the City of Troy has reviewed the following infractions of liquor control codes and regulations and/or ordinances of the State of Michigan and/or the City of Troy respectively; and

WHEREAS, The City Council has given public notice that it will deliberate and determine whether to adopt a resolution to recommend to the Michigan Liquor Control Commission that the license not be renewed after a Public Hearing on Wednesday, February 18, 2004, for the following licensed establishment:

Name: Brinker Restaurant Corp., Inc. (dba: Chili’s Bar & Grille)
Address: 402 W. 14 Mile Road
License No.: Class C (4474-2002)

and, having found violation for the following codes and/or regulations: SALE TO MINOR (Compliance Test) on June 20, 2003; and

WHEREAS, This Licensee had a prior violation dated November 16, 2000 – Sale to Minor (Compliance Test); and

WHEREAS, After due notice the Licensee was given opportunity to review these cited infractions, and opportunity to confront witnesses and/or statements by accusers while in the presence of this City Council, sitting as a hearing body on Wednesday, February 18, 2004;

NOW, THEREFORE, BE IT RESOLVED, By the City Council of the City of Troy, that after due notice, appropriate hearing and deliberations, and having made findings, it is recommended to the Michigan Liquor Control Commission that License Number 4474-2002 (Class C) in the name of Brinker Restaurant Corp., Inc., in the City of Troy, **BE RENEWED** with the stipulation that all patrons who are served alcohol will continue to be required to provide valid identification providing that person to be 21 years of age or older, all uncertified servers and/or servers with certificates older than six months will be trained by an alcohol awareness program recognized by the Troy Police Department (i.e. TIPS, TAMS), Licensee will implement a scanning system and will implement an employee policy pertaining to sales of alcoholic beverages which will include the provision that all patrons who are served alcohol will be required to provide valid identification providing that person to be 21 years of age or older, and Licensee will provide documentation thereof to the Troy Police Department by March 30, 2004; a certified copy of this resolution be **SENT** to the Michigan Liquor Control Commission.

Yes: All-7

(g) National Coney Island, Inc. (dba: National Coney Island)

Resolution #2004-02-086

Moved by Eisenbacher

Seconded by Stine

WHEREAS, The City Council of the City of Troy has reviewed the following infractions of liquor control codes and regulations and/or ordinances of the State of Michigan and/or the City of Troy respectively; and

WHEREAS, The City Council has given public notice that it will deliberate and determine whether to adopt a resolution to recommend to the Michigan Liquor Control Commission that the license not be renewed after a Public Hearing on Wednesday, February 18, 2004, for the following licensed establishment:

Name: National Coney Island, Inc. (dba: National Coney Island)
Address: 3364 Rochester Road
License No.: Class C Resort (41187-2002)

and, having found violation for the following codes and/or regulations: SALE TO MINOR (Compliance Test) on April 23, 2003; and

WHEREAS, This Licensee had no prior violations within the last four years; and

WHEREAS, After due notice the Licensee was given opportunity to review these cited infractions, and opportunity to confront witnesses and/or statements by accusers while in the presence of this City Council, sitting as a hearing body on Wednesday, February 18, 2004;

NOW, THEREFORE, BE IT RESOLVED, By the City Council of the City of Troy, that after due notice, appropriate hearing and deliberations, and having made findings, it is recommended to the Michigan Liquor Control Commission that License Number 41187-2002 (Class C) in the name of National Coney Island, Inc., in the City of Troy, **BE RENEWED** with the stipulation that all uncertified servers and/or servers with certificates older than six months will be TIPS OR TAMS trained, a scanning system will be implemented, copies will be provided of each employee's employment contract pertaining to sales of alcoholic beverages which will include the provision that all patrons who are served alcohol will be required to provide valid identification providing that person to be 21 years of age or older, and Licensee will provide documentation thereof to the Troy Police Department by March 30, 2004; a certified copy of this resolution be **SENT** to the Michigan Liquor Control Commission.

Yes: All-7

(h) Motor City of Troy, Inc. (dba: Motor City Coney Café)

Resolution

Moved by Eisenbacher

Seconded by Beltramini

WHEREAS, The City Council of the City of Troy has reviewed the following infractions of liquor control codes and regulations and/or ordinances of the State of Michigan and/or the City of Troy respectively; and

WHEREAS, The City Council has given public notice that it will deliberate and determine whether to adopt a resolution to recommend to the Michigan Liquor Control Commission that the license not be renewed after a Public Hearing on Wednesday, February 18, 2004, for the following licensed establishment:

Name: Motor City of Troy, Inc. (dba: Motor City Coney Café)
Address: 1949 W. Maple
License No.: Class C, Outdoor Service Permit (118796-2003 SS)

and, having found violation for the following codes and/or regulations: SALE TO MINOR (Compliance Test) on June 20, 2003; and

WHEREAS, This Licensee had no prior violations within the last four years; and

WHEREAS, After due notice the Licensee was given opportunity to review these cited infractions, and opportunity to confront witnesses and/or statements by accusers while in the presence of this City Council, sitting as a hearing body on Wednesday, February 18, 2004;

NOW, THEREFORE, BE IT RESOLVED, By the City Council of the City of Troy, that after due notice, appropriate hearing and deliberations, and having made findings, it is recommended to the Michigan Liquor Control Commission that License Number 118796-2003 SS (Class C) in the name of Motor City of Troy, Inc., in the City of Troy, **BE RENEWED** with the stipulation that all uncertified servers and/or servers with certificates older than six months will TIPS OR TAMS trained, all uncertified servers shall discontinue serving alcohol immediately, Licensee will establish an employment contract with each employee pertaining to sales of alcoholic

beverages which will include the provision that all patrons who are served alcohol will be required to provide valid identification providing that person to be 21 years of age or older and Licensee will provide documentation thereof to the Troy Police Department by March 30, 2004; a certified copy of this resolution be **SENT** to the Michigan Liquor Control Commission.

Vote on Amendment

Resolution #2004-02-087
Moved by Howrylak
Seconded by Broomfield

RESOLVED, That Resolution be **AMENDED** by **INSERTING**, "Licensee will implement a scanning system and provide documentation thereof to the Troy Police Department by June 30, 2004".

Yes: All-7

Vote on Amended Resolution

Resolution #2004-02-088
Moved by Eisenbacher
Seconded by Beltramini

WHEREAS, The City Council of the City of Troy has reviewed the following infractions of liquor control codes and regulations and/or ordinances of the State of Michigan and/or the City of Troy respectively; and

WHEREAS, The City Council has given public notice that it will deliberate and determine whether to adopt a resolution to recommend to the Michigan Liquor Control Commission that the license not be renewed after a Public Hearing on Wednesday, February 18, 2004, for the following licensed establishment:

Name: Motor City of Troy, Inc. (dba: Motor City Coney Café)
Address: 1949 W. Maple
License No.: Class C, Outdoor Service Permit (118796-2003 SS)

and, having found violation for the following codes and/or regulations: SALE TO MINOR (Compliance Test) on June 20, 2003; and

WHEREAS, This Licensee had no prior violations within the last four years; and

WHEREAS, After due notice the Licensee was given opportunity to review these cited infractions, and opportunity to confront witnesses and/or statements by accusers while in the presence of this City Council, sitting as a hearing body on Wednesday, February 18, 2004;

NOW, THEREFORE, BE IT RESOLVED, By the City Council of the City of Troy, that after due notice, appropriate hearing and deliberations, and having made findings, it is recommended to the Michigan Liquor Control Commission that License Number 118796-2003 SS (Class C) in the name of Motor City of Troy, Inc., in the City of Troy, **BE RENEWED** with the stipulation that

all uncertified servers and/or servers with certificates older than six months will be TIPS OR TAMS trained, all uncertified servers shall discontinue serving alcohol immediately, Licensee will establish an employment contract with each employee pertaining to sales of alcoholic beverages which will include the provision that all patrons who are served alcohol will be required to provide valid identification providing that person to be 21 years of age or older and documentation thereof will be provided to the Troy Police Department by March 30, 2004. Licensee will implement a scanning system and provide documentation thereof to the Troy Police Department by June 30, 2004; a certified copy of this resolution be **SENT** to the Michigan Liquor Control Commission.

Yes: All-7

The meeting **ADJOURNED** at 9:49 PM.

Matt Pryor, Mayor

Barbara A. Holmes, CMC – Deputy City Clerk

February 20, 2004

To: John Szerlag, City Manager

From: John Lamerato, Assistant City Manager – Finance/Administration
Nino Licari, City Assessor

Re: Agenda Item - Resolution in Opposition to House Bill 4234

Per your approval, I have sent the attached memo and spreadsheet to all members of the House Tax Policy Committee, the MML, Knight Consulting and the Michigan Assessors Association.

According to your instructions, I have drafted a Resolution to be presented to City Council on Monday, February 23, 2004.

If this Resolution meets with your approval, please include it and the attached data to Council for their consideration at the aforementioned meeting.



February 20, 2004

500 West Big Beaver
Troy, Michigan 48084
Fax: (248) 524-0851
www.ci.troy.mi.us

To: House Tax Policy Committee
From: Nino Licari, City Assessor
Re: House Bill No. 4234 – Public Comment
Cc: Summer Minnick, Michigan Municipal League

Area code (248)

Assessing
524-3311

Bldg. Inspections
524-3344

Bldg. Operations
524-3368

City Clerk
524-3316

City Manager
524-3330

Community Affairs
524-1147

Engineering
524-3383

Finance
524-3411

Fire-Administration
524-3419

Human Resources
524-3339

Information Technology
619-7279

Law
524-3320

Library
524-3545

Parks & Recreation
524-3484

Planning
524-3364

Police-Administration
524-3443

Public Works
524-3370

Purchasing
524-3338

Real Estate & Development
524-3498

Treasurer
524-3334

General Information
524-3300

On February 25, 2004 the House Tax Policy Committee will take comment on the proposed House Bill 4234. This bill would exempt up to the first \$10,000 of Taxable Value on all Personal Property parcels.

I would like to register my strong objection to this bill from the management and staff of the City of Troy.

As the attached spreadsheet details, the financial implications of this legislation are significant.

The proposed exemption amounts to a 1.13% reduction in total Taxable Value to the City of Troy. This is also a 9.67% reduction in the total personal Property Roll of the City of Troy.

Total Taxes lost to the City would amount to \$533,641.50 in the first year. Total Taxes lost for all authorities in the City of Troy would be \$2,659,426.42 in the first year.

Additionally, and perhaps most significant, the total captured taxes lost in the Downtown Development Authority would be \$286,959.44 in the first year. This is a 7.08% reduction in revenues. Bearing in mind that bonds have been sold, and captured revenues pledged for the repayment of these bonds, \$286,959.44 represents a significant loss in the ability to repay the debt.

The chart also details the drop in the Personal Property Roll since the adoption of new multiplier tables, by the State Tax Commission, in 2000. In effect, taxpayers are already seeing significant relief in their Personal Property taxes from this implementation.

We will be submitting a resolution to City Council, in opposition to this bill, on Monday, February 23, 2004. Upon approval, we will forward this resolution to you.

We urge you to not support this bill.

Leger (Nino) Licari
City Assessor

City of Troy - Assessing Department
Estimate of Revenue Loss from \$10,000 Personal Property Taxable Value Exemption

Total 2003 Taxable Value (T/V)	Total Parcel Count	Amount of Exemption @ \$10,000 each	Percentage of Total City T/V
4,978,263,437	33,620	56,470,000	1.13

Total 2003 Personal Property Taxable Value (T/V)	Total Parcel Count	Amount of Exemption @ \$10,000 each	Percentage of Total Personal Property T/V
584,236,696	5,647	56,470,000	9.67

Total 2003 DDA Taxable Value (T/V)	Total DDA Personal Property Count	Amount of Exemption @ \$10,000 each	Percentage of Total DDA T/V
811,040,690	1,828	18,280,000	2.25

DDA Captured Taxable Value	Amount of Loss @ 10,000 each	Percentage of Lost Taxable Value	Captured Taxes Lost @ 15.6980 Mills
258,331,910	18,280,000	7.08	286,959.44

Loss in Taxes by Authority				
(Authority)	Transportation	Oakland County	Oakland Intermediate	Oakland CommColl
(Mills)	0.5974	4.6497	3.3991	1.5983
(Taxes Lost)	33,735.18	262,568.56	191,947.18	90,256.00
(Authority)	City of Troy	State Education	School Operating	School Debt
(Mills)	9.4500	6.0000	18.0000	3.4000
(Taxes Lost)	533,641.50	338,820.00	1,016,460.00	191,998.00

Total City of Troy Taxes lost	533,641.50	Percent	1.13
Total DDA Taxes Lost	286,959.44	Percent	7.08

Change in Taxable Value of Personal Property Roll since Adoption of New Multiplier Tables

Year	Total T/V	Change	% Change
2000	643,070,690		
2001	649,562,212	6,491,522	1.01
2002	619,964,538	(29,597,674)	(4.56)
2003	584,236,696	(35,727,842)	(5.76)

February 10, 2004

TO: Honorable Mayor and City Council

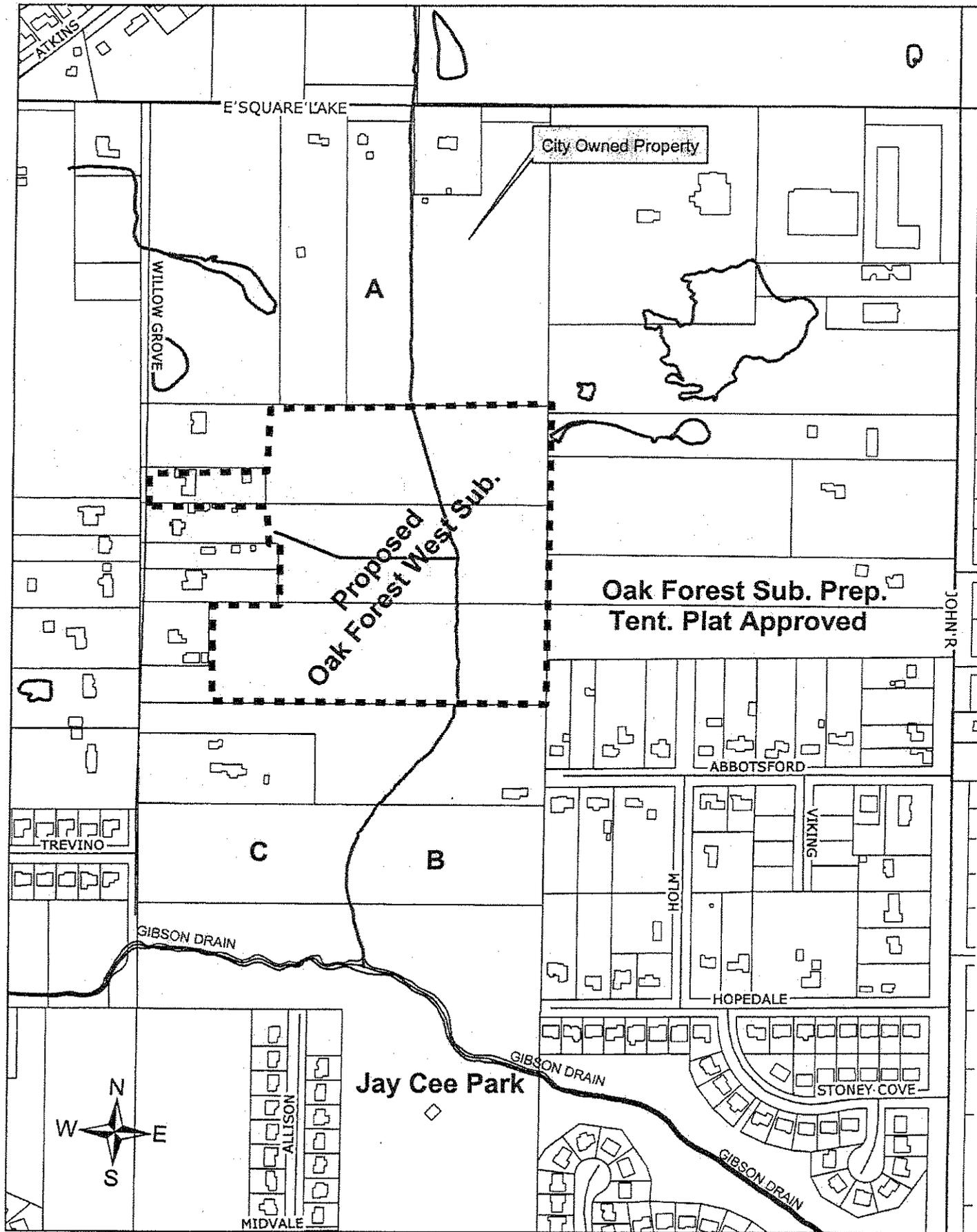
FROM: John Szerlag, City Manager
Doug Smith, Real Estate and Development Director 

SUBJECT: AGENDA ITEM - Ladd's, Inc. 5-Acre Parcel Appraisal

City Council, at the regular meeting on Monday, October 20, 2003 adopted a resolution (2001-10-526), which permitted Ladd's, Inc. to get an appraisal on the 5-acre parcel south of Square Lake and west of the Fetterly drain. The purpose of the appraisal would be to consider a trade of property with Ladd's, Inc. for property east of the Fetterly drain just north of Jaycee Park or the potential consideration of sale of this property. No commitment was made by Council to pursue these transactions.

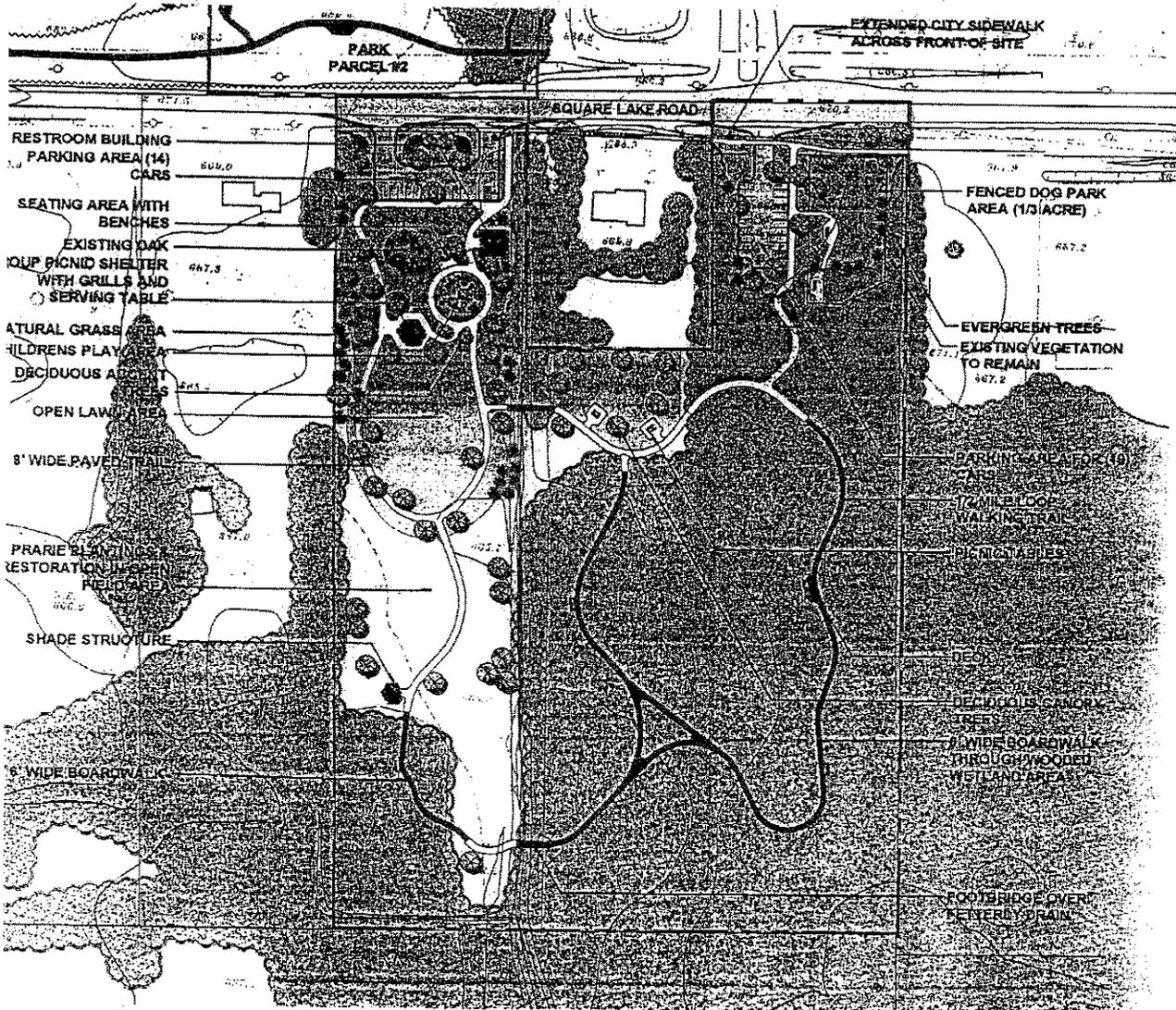
Per the resolution, Ladd's hired Integra Dean to appraise the property (see map Parcel A), which appraised at \$580,000. An earlier appraisal (by Integra Dean) of approximately 5-acres east of the Fetterly drain just north of Jaycee Park appraised at \$540,000 (map Parcel B). Attached is the letter dated February 9, 2004 from Mr. Dale Garrett proposing that Ladd's, Inc. would either trade the 5-acre city owned parcel on Square Lake (A) for the eastern half (B) of Garrett's parcel (#20-11-201-012), or would purchase the 5-acre city owned parcel (A) outright for the appraised value of \$580,000.

Management, after reviewing the appraisals and the properties in question, believe that Council has at least four options regarding these offers. First, would be not to sell the property and develop the park as proposed when funding becomes available (see Attachment 1). Secondly, to sell the property to Ladd's for the appraised value. Third, trade the 5-acre city owned parcel (A) for the eastern half of Ladd's property (B). Fourth, counter offer with a trade of the 5-acre parcel (A) for the approximately 5-acres west of the drain (C), which would provide an expansion of Jaycee Park.



1 inch equals 400.0 feet

ATTACHMENT 1



City of Troy
CONCEPT PLAN
PARKS MASTER PLANNING

PARCEL #3 - SECTION 11 - 11.99 AC.

0 25 50 100 150
 SCALE IN FEET

NORTH

M.C. SMITH ASSOCIATES AND ARCHITECTURAL GROUP, INC.
 1430
 PROJECT NO.

DATE 4.22.09

LADD'S, Inc.

Real Estate & Development - SINCE 1906

5877 LIVERNOIS, SUITE 103, TROY, MI 48098
VOICE: 248-828-1726 • FAX: 248-828-3573

February 9, 2004

Doug Smith
City of Troy
500 W. Big Beaver Road
Troy, MI 48084

Re: City-owned property, Tax Parcel # 20-11-201-003

Dear Mr. Smith:

I have provided you with appraisal that we commissioned for the above-referenced property. This appraisal was performed as part of a possible trade for the eastern part of our parcel # 20-11-201-012 that would help to establish the long-discussed linear park in Section 11.

We are still prepared to enter into this trade under the terms previously stated in my letter of October 1, 2003. We would also be willing to purchase outright the city-owned parcel for the price stated in the appraisal.

Please advise as to how the City would like to proceed.

Sincerely,



Dale E. Garrett

BACKGROUND INFORMATION

LADD'S, Inc.

Real Estate & Development - SINCE 1906

5877 LIVERNOIS, SUITE 103, TROY, MI 48098
VOICE: 248-828-1726 • FAX: 248-828-3573

October 1, 2003

John Szerlag
City Manager
City of Troy
500 W. Big Beaver Road
Troy, MI 48084

Re: Property owned by City, Tax Parcel #20-11-201-003

Dear Mr. Szerlag:

Although the linear park concept in Section 11 has been rejected due to the lack of funds for the purchase of new property, there has been a continuing interest to explore whether some of the goals of the linear park can be accomplished at a reduced cost to the City.

We have examined the viability of a land trade involving only two parcels: the five acres owned by the City west of the Fetterly Drain (parcel # 11-201-003) and the portion of our parcel #11-201-012 that lies east of the Fetterly Drain, comprising approximately 4.77 acres. We concluded that this would be viable from the point of view of our development. The City would probably do an exchange only if it were cost neutral, i.e., did not involve any payments by the City. We would do an appraisal of the City's parcel and compare the value to the appraisal of our property that was done in 2002. Any shortfall in value could be compensated for by, for example, putting up money for the improvement of the future park, or for other improvements in the area.

If this trade were executed, then the regional detention facility would still be located on the east side of the drain, on what would then be City property. The wetlands mitigation areas for the development would also be located on the east side of the drain, but on private property. Although the City would not own all the land east of drain as in the linear park concept, there would still be a large contiguous area of open space, in part public and in part private. Also, an easement could be provided across the private property that would allow for a pedestrian link between the City-owned land to the north and the south.

This concept would accomplish many of the objectives of the linear park, but with no extra expenditures by the City for land acquisition. If this is something that the City would like to pursue, we will commission the appraisal work as soon as possible.

Sincerely,



Dale E. Garrett

Cc: Gary Shripka, Assistant City Manager
Steve Vandette, City Engineer
Doug Smith, Real Estate and Development Director

F-11 Modified Linear Park and Regional Detention Pond Concept for Oak Forest Subdivisions

Resolution #2003-10-
Moved by Lambert
Seconded by Pryor

RESOLVED, That the developer of the Oak Forest subdivisions should **PROCEED** with the selection and hiring of an appraiser; and

BE IT FURTHER RESOLVED, That the appraiser's credentials **SHALL BE SUBMITTED** to the City's Real Estate and Development Department for review and approval prior to proceeding with an appraisal of approximately five (5) acres of city owned property located west of the Fetterly Drain and being the westerly part of Parcel #88-20-11-201-024; and

BE IT FINALLY RESOLVED, That **NO PROPOSAL SHALL BE SUBMITTED** to City Council that includes any payment for land, regional detention, drain improvements, wetland mitigation or easements related to development of the Oak Forest subdivisions.

Proposed Amendment #1

Resolution #2003-10-
Moved by Beltramini
Seconded by Pryor

RESOLVED, That the Resolution be **AMENDED DIRECTING** the City Attorney to **PREPARE** a written opinion on all of the attendant legal questions in the proposal prior to Mr. Garrett or the City of Troy seeking an appraiser.

Vote on Amendment to Amendment #1

Resolution #2003-10-523
Moved by Beltramini
Seconded by Eisenbacher

RESOLVED, That the AMENDMENT be **AMENDED** by **STRIKING** "should" and **INSERTING** "may" in the first RESOLVED of the Resolution.

Yes: All-6
No: None
Absent: Stine

Vote on Amended Amendment #1

Resolution #2003-10-524
Moved by Beltramini
Seconded by Pryor

RESOLVED, That the Resolution be **AMENDED DIRECTING** the City Attorney to **PREPARE** a written opinion on all of the attendant legal questions in the proposal prior to Mr. Garrett or the City of seeking an appraisal.

RESOLVED, That the Resolution be **AMENDED** by **STRIKING** "should" and **INSERTING** "may" in the first RESOLVED of the Resolution.

Yes: All-6
No: None
Absent: Stine

Vote on Amendment #2

Resolution #2003-10-525
Moved by Pryor
Seconded by Broomfield

RESOLVED, That the Resolution be **AMENDED** by **INSERTING**, "RESOLVED, That both properties be evaluated by the same appraiser."

Yes: Lambert, Pryor, Beltramini, Broomfield, Eisenbacher
No: Howrylak
Absent: Stine

MOTION CARRIED

Vote on Resolution as Amended

Resolution #2003-10-526
Moved by Lambert
Seconded by Pryor

RESOLVED, That the developer of the Oak Forest subdivisions may **PROCEED** with the selection and hiring of an appraiser; and

RESOLVED, That the City Attorney **PREPARE** a written opinion on all of the attendant legal questions in the proposal prior to Mr. Garrett or the City seeking an appraisal; and

RESOLVED, That both properties be evaluated by the same appraiser; and

BE IT FURTHER RESOLVED, That the appraiser's credentials **SHALL BE SUBMITTED** to the City's Real Estate and Development Department for review and approval prior to proceeding with an appraisal of approximately five (5) acres of City owned property located west of the Fetterly Drain and being the westerly part of Parcel #88-20-11-201-024; and

BE IT FINALLY RESOLVED, That **NO PROPOSAL SHALL BE SUBMITTED** to City Council that includes any payment for land, regional detention, drain improvements, wetland mitigation or easements related to development of the Oak Forest subdivisions.

Yes: Lambert, Pryor, Beltramini, Broomfield
No: Eisenbacher, Howrylak
Absent: Stine

MOTION CARRIED

LADD'S, Inc.

Real Estate & Development - SINCE 1906

5877 LIVERNOIS, SUITE 103, TROY, MI 48098
VOICE: 248-828-1726 • FAX: 248-828-3573

August 20, 2003

City Council
City of Troy
500 W. Big Beaver Road
Troy, MI 48084

Re: Property owned by City, Tax Parcel #20-11-201-003

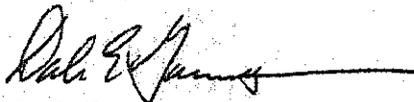
Honorable Mayor and Members of the Council:

During our discussions regarding the now-abandoned proposal for the linear park in Section 11, it was pointed out that there is currently not enough funding to develop the property intended for parks that is already owned by the City.

We would propose to buy outright from the City the five-acre parcel west of the Fetterly Drain that was intended as part of the land trade for the park. This property would become part of our development, and the proceeds from the sale could be used by the City to develop other parcels intended to be parkland.

We appreciate your consideration of this proposal. Please have the City administration contact us if you would like to explore it further.

Sincerely,



Dale E. Garrett

**SUMMARY OF APPRAISAL
OF CITY OWNED 5-ACRES**

SUMMARY OF SALIENT FACTS AND CONCLUSIONS

INDUSTRIAL BUILDING	
Property	5 Acres of Vacant Land South side of Square Lake Road, West of John R Road8 Troy Oakland County, Michigan
Property Tax Identification Number	Part of 88-20-11-201-024
Effective Date of the Appraisal	December 10, 2003
Date of the Report	December 12, 2003
Owner of Record	City of Troy
Land Area	5 acres or 217,821 square feet
Current Occupancy	100% owner-occupied
Zoning Designation	R-1C, One-Family Residential
Highest and Best Use	Residential Development
Property Rights Appraised	Fee Simple interest
Estimated Exposure & Marketing Time	6 to 9 Months
Market Value Indications	
Sales Comparison Approach	\$580,000
Income Capitalization Approach	Not Applicable
Cost Approach	Not Applicable
Market Value Conclusion	\$580,000

**SUMMARY OF APPRAISAL
OF GARRETT PROPERTY
EAST OF FETTERLY DRAIN**

INTEGRA DEAN APPRAISAL

SUMMARY OF SALIENT FACTS

BEFORE ACQUISITION

LOCATION:

East side of Willow Grove Road
South of Square Lake Road
Troy, Michigan

TYPE OF PROPERTY:

Residentially zoned vacant land.

LAND SIZE:

The land area equates to
approximately 10 acres or
435,600 square feet.

(only the 4.8 acres east of
the drain was appraised)

PRESENT USE:

Vacant Land.

HIGHEST AND BEST USE:

Development consistent with
Single-Family Residential zoning
classification.

DATE OF VALUE:

June 21, 2002

PROPOSED ACQUISITION

DESCRIPTION OF ACQUISITION:

The proposed acquisition consists
of the easterly portion of the
property that lies east of the drain
that traverses in a north/south
direction through the property.
For the most part, the area is
basically rectangular in shape.
Based on information provided,
the proposed acquisition area
contains approximately 207,660
square feet or 4.767 acres. The
area is comprised entirely of
vacant, undeveloped land.

PRESENT USE:

Part of a larger tract of vacant,
residentially zoned property.

VALUE INDICATED VIA COST APPROACH:

Not Applicable

VALUE INDICATED VIA INCOME APPROACH:

Not Applicable

VALUE INDICATED VIA MARKET APPROACH: \$540,300

**INDICATED COMPENSATION FOR
FEE SIMPLE ACQUISITION:**

\$540,300

February 2004

February 2004						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29						

March 2004						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
					February 1
2	3	4	5	6	7
7:30pm City Council-Regular (Council Chambers) 7:30pm Tentative Study Session (Council Boardroom)	7:30pm Planning - Study (Council Boardroom)	7:00pm Persons w/Dis (Conference Room Lower Level)	10:00am Senior Advisory (Community Center)		8
9	10	11	12	13	14
6:30pm CC-Special Meeting (Council Boardroom) 7:30pm CC-Special Meeting (Council Boardroom)	7:30pm Planning Commission - Reg (Council Chambers)	3:00pm ERS Meeting - Conf Room C (room has already been booked) (agenda)	7:30pm Library Adv (Library Conference Room) 7:30pm Parks and Recreation Bd (Community Center)		15
16	17	18	19	20	21
6:00pm CC- Special Meeting (Council Boardroom) 7:30pm City Council-Regular (Council Chambers)		7:30am DDA Meeting (Conference Room Lower Level)			22
23	24	25	26	27	28
7:30pm City Council-Regular (Council Chambers)	7:30pm Planning-Study (Council Boardroom) 7:30pm Troy Daze (Community Center)	7:00pm Troy Youth (Conference Room Lower Level) 7:30pm Liquor Violation Hearings-Cancelled (Council Chambers)	7:00pm Act 78 (Council Boardroom) 7:00pm Election Commission (Conference Room D)		29

2/23 PH Accept. of Local Law Enforce. Block Grant
 2/23 PH Parking Var. Req.-3769 Meadowbrook
 2/23 PH Parking Var. Req.-1845 Livernois
 2/23 PH Art. II Zoning Ord. Amend. & Repeal Chap. 40

March 2004

March 2004						
S	M	T	W	T	F	S
7	1	2	3	4	5	6
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2004						
S	M	T	W	T	F	S
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
March 1	2	3	4	5	6
7:30pm City Council-Regular (Council Chambers) 7:30pm Tentative Study Session (Council Boardroom)	1:00pm Bd of Review (Conference Room D) 7:30pm Planning - Study (Council Boardroom)	7:00pm Persons w/Dis (Conference Room Lower Level) 7:30pm City Council-Liquor Violation Hearing (Council Chambers)	10:00am Senior Advisory (Community Center)		
8	9	10	11	12	13
9:00am Bd of Review (Conference Room D)	1:00pm Bd of Review (Conference Room D) 7:30pm Planning Commission - Reg (Council Chambers)	3:00pm ERS Meeting - Conf Room C (room has already been booked) (agenda)	7:30pm Library Adv (Library Conference Room) 7:30pm Parks and Recreation Bd (Community Center)		
15	16	17	18	19	20
7:30pm City Council-Regular (Council Chambers) 7:30pm Tentative Study Session (Council Boardroom)		7:30am DDA Meeting (Conference Room Lower Level)			
22	23	24	25	26	27
7:30pm City Council-Regular (Council Chambers)	7:30pm Planning-Study (Council Boardroom) 7:30pm Troy Daze (Community Center)	7:00pm Troy Youth (Conference Room Lower Level)			
29	30	31			

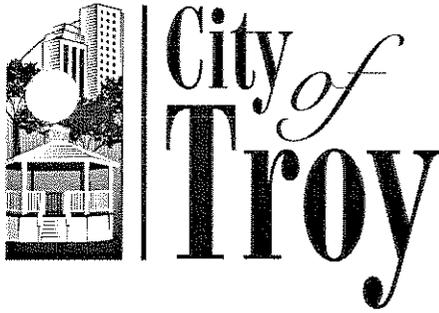
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April 2004

April 2004							May 2004						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3							1
4	5	6	7	8	9	10	2	3	4	5	6	7	8
11	12	13	14	15	16	17	9	10	11	12	13	14	15
18	19	20	21	22	23	24	16	17	18	19	20	21	22
25	26	27	28	29	30		23	24	25	26	27	28	29
							30	31					

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
			April 1		
			10:00am Senior Advisory (Community Center)		
5	6	7	8	9	10
Election - City General	7:30pm Planning - Study (Council Boardroom)	7:00pm Persons w/Dis (Conference Room Lower Level)	7:30pm Library Adv (Library Conference Room) 7:30pm Parks and Recreation Bd (Community Center)		
12	13	14	15	16	17
7:30pm City Council-Regular (Council Chambers) 7:30pm Tentative Study Session (Council Boardroom)	7:30pm Planning Commission - Reg (Council Chambers)	3:00pm ERS Meeting - Conf Room C (room has already been booked) (agenda)			
19	20	21	22	23	24
7:30pm City Council-Regular (Council Chambers) 7:30pm Tentative Study Session (Council Boardroom)		7:30am DDA Meeting (Conference Room Lower Level)			
26	27	28	29	30	
	7:30pm Planning-Study (Council Boardroom) 7:30pm Troy Daze (Community Center)	7:00pm Troy Youth (Conference Room Lower Level)			

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2/19/2004

TO: MAYOR AND MEMBERS OF CITY COUNCIL

FROM: JOHN SZERLAG, CITY MANAGER *JS*
JOHN LAMERATO, ASSISTANT CITY MANAGER/ FINANCE *JL*
DOUG SMITH, REAL ESTATE & DEVELOPMENT DIRECTOR *DS*
NINO LICARI, CITY ASSESSOR *NL*
LORI GRIGG BLUHM, CITY ATTORNEY *LG*

RE: DOWNTOWN DEVELOPMENT AUTHORITY

At the February 16, 2004 City Council meeting, there was an inquiry about the ability to use the tax increment financing from the entire Downtown Development Authority district to pay for the parking structure and the Big Beaver Road improvements. Attorney Joel Piell of Miller, Canfield, Paddock and Stone was involved in the creation of the Troy Downtown Development Authority. As such, Administration would like an opportunity to consult with him prior to the issuance of any opinion. Due to his absence from the office, this dialogue did not occur in time to have an opinion for the February 23, 2004 City Council agenda. Therefore, absent objections from City Council, this matter will appear on the March 1, 2004 City Council agenda. As always, if you have any questions concerning the above, please let us know.

TO: John Szerlag, City Manager

FROM: John M. Lamerato, Assistant City Manager-Finance and Administration

RE: City of Troy Downtown Development Authority –Tax Increment Revenues

DATE: February 20, 2004

Upon review of the Downtown Development Authority of the City of Troy Development Plan and Tax Increment Financing Plan as well as the bond transcripts relating to the 1995 Series A and B Development Bonds. It appears clear to me that the intention, justification and backing of these bonds were based on the tax increment revenue generated on the captured assessed value of real and personal property within the entire Downtown Development District.