



# TROY CITY COUNCIL

## REGULAR MEETING AGENDA

**NOVEMBER 11, 2024**

CONVENING AT 7:30 P.M.

**Submitted By  
The City Manager**

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

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500 West Big Beaver  
Troy, MI 48084  
troymi.gov

The Honorable Mayor and City Council Members  
City of Troy  
500 West Big Beaver  
Troy, MI 48084

Dear Mayor and City Council Members,

This agenda has been prepared in accordance with the City Council's Rules of Procedure, offering details to assist in informed deliberations. Many of the items on the agenda also include recommendations from City staff for your review and consideration.

I would like to acknowledge the efforts of numerous City staff members who contributed to preparing this agenda. We have made every effort to ensure the information is thorough and accurate. However, should there be any questions or if further details are needed, City staff remain available to assist at any time.

Please contact the City Manager's Office at [CityManager@troymi.gov](mailto:CityManager@troymi.gov) or (248) 524-3330 for any inquiries or requests for additional information.

Respectfully,

A handwritten signature in black ink, appearing to read "Frank Nastasi", written in a cursive style.

Frank Nastasi  
City Manager

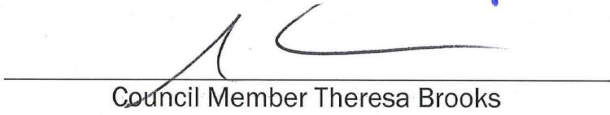


Chapter 14A – Elected and Appointed Persons’ Ethics Ordinance  
Section 14.3 Annual Training and Acknowledgement

We, the undersigned Members of Troy City Council, have reviewed *Chapter 14A – Elected and Appointed Persons’ Ethics Ordinance*, understand its contents, and agree to be bound by its provisions.

Signed this 4<sup>th</sup> day of December, 2023.

  
\_\_\_\_\_  
Mayor Ethan Baker

  
\_\_\_\_\_  
Council Member Theresa Brooks

  
\_\_\_\_\_  
Council Member Rebecca Chamberlain-Creanga

  
\_\_\_\_\_  
Council Member Hiram Chanda

  
\_\_\_\_\_  
Council Member Mark Gunn

  
\_\_\_\_\_  
Council Member David Hamilton

  
\_\_\_\_\_  
Mayor Pro Tem Ellen Hodorek





# CITY COUNCIL AGENDA

November 11, 2024 – 7:30 PM

City Council Chambers

500 W. Big Beaver Rd.

Troy, MI 48084

(248) 524-3316

View the Meeting Live at: [www.troymi.gov/webcast](http://www.troymi.gov/webcast)

or on Local Access Cable Channels

(WOW – Ch 10, Comcast – Ch 17, AT&T – Ch 99)

**INVOCATION:** **1**

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**PLEDGE OF ALLEGIANCE:** **1**

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**A. CALL TO ORDER:** **1**

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**B. ROLL CALL:** **1**

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

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C-1 No Certificates of Recognition and Special Presentations 1

**D. CARRYOVER ITEMS:** **1**

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D-1 No Carryover Items 1

**E. PUBLIC HEARINGS:** **1**

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E-1 No Public Hearings 1

**F. PUBLIC COMMENT FOR ITEMS ON THE AGENDA FROM TROY RESIDENTS AND BUSINESSES:** **1**

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**INVOCATION:**

**PLEDGE OF ALLEGIANCE:**

**A. CALL TO ORDER:**

**B. ROLL CALL:**

- a) Mayor Ethan Baker
- Theresa Brooks
- Rebecca A. Chamberlain-Creanga
- Hirak Chanda
- Mark Gunn
- David Hamilton
- Ellen Hodorek

Excuse Absent Council Members:

Suggested Resolution

Resolution #2024-11-

Moved by

Seconded by

RESOLVED, That Troy City Council hereby **EXCUSES** the absence of \_\_\_\_\_ at the Regular City Council Meeting of November 11, 2024, due to \_\_\_\_\_.

Yes:

No:

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

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**C-1** No Certificates of Recognition and Special Presentations

**D. CARRYOVER ITEMS:**

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**D-1** No Carryover Items

**E. PUBLIC HEARINGS:**

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**E-1** No Public Hearings

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

**In accordance with the Rules of Procedure for the City Council:**

Any person not a member of the City Council may address the Council with recognition of the Chair, after clearly stating the nature of his/her inquiry or comment. **NOTE TO THE PUBLIC:**

*City Council requests that if you do have a question or concern, to bring it to the attention of the appropriate department(s) whenever possible. If you feel that the matter has not been resolved satisfactorily, you are encouraged to bring it to the attention of the City Manager, and if still not resolved satisfactorily, to the Mayor and Council.*

- Petitioners of items that are included in the pre-printed agenda booklet shall be given a fifteen (15) minute presentation time that may be extended with the majority consent of City Council.
- Any member of the public, not a petitioner of an item, shall be allowed to speak for up to three (3) minutes to address any Public Hearing item.
- Any member of the public, not a petitioner of an item, does not have the right to engage in discussion or debate with City Council during the Public Comment portions of the meeting.
- All members of the public who wish to address the Council at a meeting shall be allowed to speak only if they have signed up to speak within thirty minutes before or within fifteen minutes after the meeting's start time. Signing up to speak requires each speaker provide his or her name. If the speaker is addressing an item(s) that appears on the pre-printed agenda, then the speaker shall also identify each such agenda item number(s) to be addressed.
- City Council may waive the requirements of this section by a consensus of the City Council.
- Agenda items that are related to topics where there is significant public input anticipated should initiate the scheduling of a special meeting for that specific purpose.

Prior to Public Comment, the Mayor may provide a verbal notification of the rules of decorum for City Council meetings or refer to the pre-printed agenda booklet, which will include the following language, as approved by City Council:

Please direct your comments to the City Council as a whole rather than to any individual. Please do not use expletives or make derogatory or disparaging comments about any individual or group. If you do, there may be immediate consequences, including being muted and having your comments omitted from any re-broadcast of the meeting. Please abide by these rules in order to minimize the possibility of disrupting the meeting.

## **G. CITY COUNCIL/CITY ADMINISTRATION RESPONSE/REPLY TO PUBLIC COMMENT FOR ITEMS ON THE AGENDA FROM TROY RESIDENTS AND BUSINESSES:**

### **H. POSTPONED ITEMS:**

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**H-1 No Postponed Items**

### **I. REGULAR BUSINESS:**

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

#### **a) Mayoral Appointments:**

Suggested Resolution

Resolution #2024-11-  
Moved by  
Seconded by

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

**Global Troy Advisory Committee**

Appointed by Mayor  
12 Regular Members  
3 Year Term

**Term Expires: 10/30/2027** **Awni Fakhoury**  
Term currently held by: Awni Fakhoury

**Term Expires: 10/30/2027** **Syeda Mohideen**  
Term currently held by: Syeda Mohideen

**Term Expires: 10/30/2027** **Suneel Sekhri**  
Term currently held by: Suneel Sekhri

Yes:  
No:

b) **City Council Appointments:** None

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**I-2 Board and Committee Nominations: a) Mayoral Nominations – Global Troy Advisory Committee, Local Development Finance Authority; b) City Council Nominations – Traffic Committee**

a) **Mayoral Nominations:**

Suggested Resolution  
Resolution #2024-10-  
Moved by  
Seconded by

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

**Global Troy Advisory Committee**

Appointed by Mayor  
12 Regular Members  
3 Year Term

**Current Members:**

Last Name	First Name	App Res Expire	Appointment Expire	Notes 1	Notes 3
Baker	Ethan		11/8/2027	Council Member	
Bica-Grodsky	Lisa	9/23/2025	10/30/2026		
Burrus	Mivida	7/15/2018	10/30/2025		
Cheriguene	Sadia	10/20/2024	10/30/2026		
Chezick	Edward	12/20/2024	10/30/2025		
Cicchini	Philippe	4/13/2023	10/30/2026		
<i>Fakhoury</i>	<i>Awni</i>	<i>9/28/2023</i>	<i>10/30/2024</i>		
Gunasekar	Vinaya	1/8/2026	7/31/2024	Student - Graduates 2025	
<i>Mohideen</i>	<i>Syeda</i>	<i>9/28/2023</i>	<i>10/30/2024</i>		<i>Request Reappointment</i>
Natcheva	Daniela	11/8/2021	10/30/2025		
Noguez-Ortiz	Carolina	12/20/2024	10/30/2025	BRA exp 4/30/2023	
<i>Sekhri</i>	<i>Suneel</i>	<i>11/5/2023</i>	<i>10/30/2024</i>		
Zhou	Yudong	12/7/2024	10/30/2025		

**Nominations to the Global Troy Advisory Authority:****Term Expires: 7/31/2025****Student**

Term currently held by: Vinaya Gunasekar

**Interested Applicants:**

Last Name	First Name	App Resume Expire	Notes 1
Batool	Syeda	3/5/2026	
Chambers	Barbara A.	1/18/2025	
Comiskey	Ann M.	12/22/2024	
Devulapalli	Ramachandram	8/29/2026	
Dicker	Susanne Forbes	1/3/2025	
Haight	Michelle	10/8/2025	
Jeeda	Swathi	7/2/2025	Student – Graduates 2026
Kadoura	Lailas M.	9/24/2024	
Lee	Seojin Sarah	4/21/2025	Student – Graduates 2026
Mcgee	Timothy S.	12/19/2024	HDC exp 5/15/2027
Mehta	Susheilla	1/20/2025	



Sabaj	Noah	2/28/2026	
Tadepalli	Hemanth	11/7/2025	

**Local Development Finance Authority (LDFA)**

Appointed by Mayor  
5 Regular Members  
Staggered 4 Year Term

**Current Members:**

Last Name	First Name	App Res Expire	Appointment Expire	Notes 1	Notes 2
Bachert	Sandra	11/18/2023	6/30/2027	Resident Member	
Baker	Ethan		City Council Term	Alternate; City Council	City Council exp. 11/2027; DDA; GTAC, LDFA
Hodorek	Ellen		City Council Term	Alternate; City Council	City Council exp 11/2025
Rosenblum	Anthony	11/10/2024	6/30/2026	Resident Member	
Schmitz	Jim	9/14/2024	6/30/2028	Resident Member	
Smieliauskas	Fabrice	9/7/2025	6/30/2028	Resident Member	
Starks	Louis			Oakland County Designee	
Vacancy			6/30/2027	Resident Member	Nickolas Vitale resigned 7/17/21 (Term expired 6/30/2023)

**Nominations to the Local Development Finance Authority (LDFA):**

**Term Expires: 6/30/2027**

**Resident Member**

Term currently held by: Vacant – N. Vitale resigned 7/17/21

**Interested Applicants:**

Last Name	First Name	App Resume Expire	Notes 1
Battle	Timothy	10/28/2024	
Christiansen	Dale	11/22/2024	
Faiz	Iqbal	6/7/2025	
Vassallo	Joseph	12/20/2024	Brownfield Redev Auth exp 4/30/24

Yes:  
No:

**b) City Council Nominations:**

Suggested Resolution

Resolution #2024-10-

Moved by

Seconded by

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

**Traffic Committee**

Appointed by Council

7 Regular Members

3 Year Term

**Current Members:**

Last Name	First Name	App Res Expire	Appointment Expire	Notes 1
Christiansen	Dale	11/22/2024	1/31/2026	
Finlay	G. Scott			Ex-Officio Member
Hullinger	Peter			Ex-Officio Member
Kenkre	Shama	9/11/2026	1/31/2025	
Nastasi	Frank			Ex-Officio Member
Nurak	Cindy	1/28/2024	1/31/2025	
Petrulis	Al	9/2/2026	1/31/2026	ACAB EXP 9/30/2027
Rose	Justin	11/5/2023	1/31/2027	
Swaminathan	Abi	9/2/2025	1/31/2027	
Zhou	Angela	9/18/2025	7/31/2024	Student - Graduates 2025
Ziegenfelder	Peter	12/14/2024	1/31/2026	

**Nominations to the Traffic Committee:**

**Term Expires: 7/31/2025**

Term currently held by: Angela Zhou (Student-Graduates 2025)

**Interested Applicants:**

Last Name	First Name	App Resume Expire	Notes 1
Chambers	Barbara	1/18/2025	

Jeeda	Swathi	7/2/2025	Student - Graduates 2026
Sabaj	Noah	2/28/2026	
Tadepalli	Hemanth	11/7/2025	

Yes:  
No:

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**I-3 No Closed Session Requested**

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**I-4 Bid Waiver – Golf Cart Lease (Introduced by: Brian Goul, Recreation Director)**

Suggested Resolution  
Resolution #2024-11-  
Moved by  
Seconded by

RESOLVED, That in the best interest of the City, Troy City Council hereby **WAIVES** formal bidding procedures and **AUTHORIZES** the City of Troy to **AWARD** a contract to *Club Car of Augusta, GA* for the lease of 170 new 2025 golf carts utilizing the Troon National Account Pricing as detailed in the attached proposal, for an estimated per cart cost of \$4,842 including trade-in and delivery, a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

BE IT FURTHER RESOLVED, That Troy City Council **AUTHORIZES** *DLL Finance LLC of Johnston, IA* to finance the lease of the golf carts to the City at Fair Market Value for 55 months at an estimated interest rate of 5.99% at 30 monthly payments of \$13,958.70, with total payments over the life of the lease totaling approximately \$418,761.

Yes:  
No:

**J. CONSENT AGENDA:**

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

Suggested Resolution  
Resolution #2024-11-  
Moved by  
Seconded by

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

Yes:  
No:

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


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**J-2 Approval of City Council Minutes**


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Suggested Resolution

Resolution #2024-11-

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

- a) City Council Minutes-Draft – October 28, 2024
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**J-3 Proposed City of Troy Proclamations: None Submitted**


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**J-4 Standard Purchasing Resolutions:**


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- a) **Standard Purchasing Resolution 2: Award to Sole Bidder Meeting Specifications – Blue Diamond Brush Cutter and Installation**

Suggested Resolution

Resolution #2024-11-

RESOLVED, That Troy City Council hereby **AWARDS** a contract to purchase one (1) Blue Diamond Brush Cutter and Installation from *AIS Construction Equipment Corp. of New Hudson, MI* for an estimated total cost of \$23,790.00, at prices contained in the bid tabulation dated October 24, 2024, a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

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

- b) **Standard Purchasing Resolution 2: Low Bidder Meeting Specifications – Snow Removal Services for Municipal Building Sidewalks and Parking Lots**

Suggested Resolution

Resolution #2024-11-

RESOLVED, That Troy City Council hereby **AWARDS** a contract to provide seasonal requirements of snow removal services for municipal building sidewalks and parking lots with an option to renew for two (2) additional seasons to *Russell Landscaping, Inc. of Troy, MI* for Proposal A, at unit prices contained in the bid tabulation opened October 24, 2024, a copy of which shall be **ATTACHED** to the original Minutes of this meeting; not to exceed budgetary limitations; contract to expire April 30, 2027.

BE IT FURTHER RESOLVED, That Troy City Council hereby **AUTHORIZES** City of Troy Administration to extend prices established in Proposal A, to additional vendors meeting requirements under emergency conditions for snow and ice removal.

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

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**J-5 Purchase of Golf Course Equipment for Sylvan Glen Golf Course**

Suggested Resolution  
Resolution #2024-11-

RESOLVED, That Troy City Council hereby **WAIVES** formal bidding procedures and **AFFIRMS** the purchase of one (1) John Deere 4066R Compact Utility Tractor for Sylvan Glen Golf Course from *Revels Turf & Tractor of Brighton, MI* for a total cost of \$57,573.60.

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**J-6 Renewal of PROTEC Membership**

Suggested Resolution  
Resolution #2024-11-

RESOLVED, That Troy City Council hereby **APPROVES** the City’s annual membership for PROTEC (the Michigan Coalition to Protect Public Rights of Way) for the fiscal year beginning July 1, 2024, and **AUTHORIZES** payment of membership dues in the amount of \$10,911.75.

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**J-7 Amendment to Shallowbrook Subdivision Open Space Agreement**

Suggested Resolution  
Resolution #2024-11-

WHEREAS, The City first entered into a Subdivision Open Space Agreement with the Developer of a subdivision located in the City of Troy known as Shallowbrook Subdivision on March 6, 1974, recorded at Liber 6398, Page 104; and,

WHEREAS, A sufficient number of Shallowbrook Subdivision homeowners have approved potential amendments to the Subdivision Open Space Agreement that would clarify the definition of “lot owner;” resolve the situation if there is an insufficient number of lot owners willing to serve on the Homeowners’ Association Board; and increase dues and allow for future inflationary dues increases; and,

WHEREAS, Pursuant to the above referenced Subdivision Open Space Agreement, the City is a necessary party to any amendments or modifications to the Agreement;

NOW THEREFORE, BE IT RESOLVED, That Troy City Council hereby **APPROVES** the proposed Amended Subdivision Open Space Agreement with Shallowbrook Subdivision.

BE IT FURTHER RESOLVED, That the Mayor and City Clerk are hereby **AUTHORIZED TO EXECUTE** the Amended Subdivision Open Space Agreement; a copy shall be **ATTACHED** to the original Minutes of this meeting.

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**J-8 Request for Acceptance of a Permanent Easement from Abdur Rahman, Sidwell #88-20-36-100-071 and #88-20-36-100-072**

Suggested Resolution  
Resolution #2024-11-

RESOLVED, That Troy City Council **ACCEPTS** a permanent easement for storm sewers and surface drainage from Abdur Rahman, owner of the parcels having Sidwell #88-20-36-100-071 and #88-20-36-100-072.

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

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**J-9 Request for Acceptance of Two Permanent Easements from GFA Development, Inc., Sidwell #88-20-22-401-024 and #88-20-22-401-082**

Suggested Resolution  
Resolution #2024-11-

RESOLVED, That Troy City Council **ACCEPTS** two permanent easements for sidewalks from GFA Development, Inc., owner of the parcels having Sidwell #88-20-22-401-024 and #88-20-22-401-082.

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

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**J-10 Request for Acceptance of a Permanent Easement from Troy Sports Center, LLC, Sidwell #88-20-23-476-011**

Suggested Resolution  
Resolution #2024-11-

RESOLVED, That Troy City Council **ACCEPTS** a permanent easement for water mains from Troy Sports Center, LLC, owner of the property having Sidwell #88-20-23-476-011.

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

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**J-11 Request for Acceptance of a Permanent Easement, Rochester Road, Barclay to Trinway, Project No. 02.206.5, Sidwell #88-20-11-351-012, 1379 Comstock Street, LLC**

Suggested Resolution  
Resolution #2024-11-

RESOLVED, That City Council **ACCEPTS** a permanent easement for Public Utilities and Public Service Facilities from 1379 Comstock Street, LLC, owners of the property identified by Sidwell #88-20-11-351-012, and **AUTHORIZES** a compensation in the amount of \$13,058.00.

BE IT FURTHER RESOLVED, That City Council **AUTHORIZES** closing and recording costs not to exceed \$8,000.00.

BE IT FINALLY RESOLVED, That City Staff **SHALL RECORD** the permanent easement with Oakland County Register of Deeds, a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

**K. MEMORANDUMS AND FUTURE COUNCIL AGENDA ITEMS:**

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**K-1 Announcement of Public Hearings:**

- a) November 25, 2024 – Community Development Block Grant (CDBG) 2025 Funds
- 

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

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

**M. CITY COUNCIL/CITY ADMINISTRATION RESPONSE/REPLY TO PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA FROM TROY RESIDENTS AND BUSINESSES:**

**N. COUNCIL REFERRALS:**

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

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**N-1 No Council Referrals Submitted**

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**O. REPORTS:**

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**O-1 Minutes – Boards and Committees: None Submitted**

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**O-2 Department Reports:**

- a) Troy Nature Society Annual Report and Financial Statements for Fiscal Year Ending 2024

**O-3 Letters of Appreciation:**

- a) To Code Enforcement from Peggy Chinoski
  - b) To Cheryl Rivera, Tom Caporuscio and Kathleen Thursam from Derosiers Architects
  - c) To Heather Chomiak from Rochelle Kowalski
  - d) To Cheryl Stewart from Rochelle Kowalski
- 

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

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**P. COUNCIL COMMENTS:**

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**P-1 No Council Comments Submitted**

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**Q. PUBLIC COMMENT FOR ITEMS ON OR NOT ON THE AGENDA FROM MEMBERS OF THE PUBLIC OUTSIDE OF TROY (NOT RESIDENTS OF TROY AND NOT FROM TROY BUSINESSES):**

**R. CLOSED SESSION**

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**R-1 No Closed Session**

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**S. ADJOURNMENT:**

Respectfully submitted,



Frank Nastasi  
City Manager



**2024 SCHEDULED SPECIAL CITY COUNCIL MEETINGS:**

November 16, 2024 ..... City Manager Interviews

**2024 SCHEDULED REGULAR CITY COUNCIL MEETINGS:**

November 25, 2024 ..... Regular Meeting

December 9, 2024 ..... Regular Meeting

December 16, 2024 ..... Regular Meeting



500 West Big Beaver  
Troy, MI 48084  
troymi.gov

## CITY COUNCIL AGENDA ITEM



Date: November 1, 2024

To: Frank A. Nastasi, City Manager

From: Robert J. Bruner, Deputy City Manager  
Rob Maleszyk, Chief Financial Officer  
Kyle Vieth, Controller  
Brian Goul, Recreation Director  
Emily Frontera, Purchasing Manager

Subject: Bid Waiver – Golf Cart Lease (Introduced by Brian Goul, Recreation Director)

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### History

- The current golf cart fleet for both courses are E-Z-GO RXV ELITE and are six (6) years old.
- The 150 carts are Lithium Battery-powered.
- The carts are beginning to experience failures that are becoming costly due to wear and tear.
- The courses are experiencing a historic number of rounds played at the course resulting in the end of life for the carts.

### Purchasing

- City Management is recommending replacement of its current fleet of golf carts with 170 new 2025 Club Car Tempo Gen II Lithium golf carts utilizing the 55 Month Fair Market Value (FMV) Lease option.
- Each cart will come with a built in bag cover, USB ports and windshields.
- Troon solicited quotes from three industry vendors and *Club Car of August, GA* was found to be the most advantageous overall in price per cart, cart trade in value, and residual buyout at lease end.
- Club Car is a National Partner with Troon Golf.
- It is recommended to waive the bid process and utilize the Troon National Account Pricing received from Club Car at the proposed cart cost of \$4,842, which includes trade-in and delivery.
- The 55 Month FMV Lease provided by *DLL Finance LLC of Johnston, IA* will result in total payments of \$418,761. The amortization schedule will utilize the 6 months on, 6 months off schedule for 30 monthly payments of \$13,958.70 to correspond with when the golf courses are “in season”.
- The DLL Finance lease program offers an end of term buyout option for a purchase price of \$3,125 per car. The City may elect to purchase all or a portion of the fleet, or turn in all carts at the end of the lease period.

### Financial

- Club Car has secured lease financing for the golf carts through *DLL Finance LLC of Johnston, IA*. DLL was compared to other lenders including VGM Financial, and came in as the lowest available interest rate at a current rate of 5.99%. In addition, using these specific lenders provides the City with the Fair Market Value option to be pre-defined going into the lease.



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## CITY COUNCIL AGENDA ITEM

### **Financial (continued)**

- The term of the Fair Market Value lease is for 55 months with 6 payments per year in the amount of approximately \$13,958.70, which may fluctuate due to the final interest rate at time of delivery.
- The payments will be made from the revenue generated at the golf courses.
- The City will have the option to purchase the carts for \$3,125 at the end of the lease or return them.

### **Recommendation**

City Management recommends approval to lease 170, 2025 Tempo GEN II golf carts from *Club Car of Augusta, GA* utilizing the Troon National Account Pricing for an estimated cost of \$4,842 per cart which includes trade-in and delivery.

City Management further recommends utilizing *DLL Finance LLC of Johnston, IA* for the financing of the carts based on a Fair Market Value Lease at an estimated interest rate of 5.99% per annum with total payments over the life of the lease at approximately \$418,761

### **Example Photos of the Club Car Tempo GEN II Lithium golf carts**





**City of Troy Michigan**  
**Sylvan Glen and Sanctuary Golf Courses**  
 Troy, MI 48085

September 26, 2024

Club Car is pleased to present the following proposal for your consideration. See detailed specifications with pricing below.

**2025 model year Club Car Tempo Lithium golf cars**

**List Price / car**

\$ 15,105

QTY	DESCRIPTION	Tron's Price	
170	Tempo GEN II Lithium golf cars	\$ 8,036	
		\$ 206	Freight
		<b>\$ 8,242</b>	<b>Total per car</b>
		<b>\$ 1,401,140</b>	<b>170 cars</b>
		<b>(\$510,000)</b>	<b>\$3,400 per E-trades (150)</b>
		\$891,140	Total Price
		<b>(\$68,000)</b>	<b>\$400 below Tron (170)</b>
		<u>\$823,140</u>	<u>Total</u>
		<b>\$4,842</b>	<b>Per new car</b>

Body: **Platinum (gray)**  
 GEN II Lithium battery pack - Shelf charger, 650 watts  
 Standard Tires & Wheels, Wheel covers  
 Seat - **Gray**  
 Comfort grip steering wheel  
 Canopy: **Black**  
 Rear Bag cover - **Black**  
 Hinged windshield  
 Dual USB Port  
 LED battery display - 25 amp DC converter  
 12 MPH  
 2 Info holders – **windshield mounted**  
**Custom Logo**  
 Silver domed # decals: # 1 - # 170  
 Freight, Delivery, & Setup from Augusta, GA to Michigan included

**Lease Options**

170 **55** Month **FMV** Lease (Payment per car) – **6 on, 6 off**

**Per Car**

\$ 82.11

**Monthly Payments**

\$ 13,958.70

**\*Interest rates and payments subject to change. They will be locked in ~90 days prior to delivery. Trade in cars must be paid off in full and free from any liens or encumbrances. Purchase price for each golf car at the end of lease term is \$3125 per car. Sales tax not included.**

Accepted By:

**The City of Troy MI Sylvan Glen**

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

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Club Car, Inc.**

By: Bill Hodge

Title: National Account Manager

Date: 09.26.24

Mayor Baker performed the Invocation. The Pledge of Allegiance to the Flag was given.

## A. CALL TO ORDER:

A Regular Meeting of the Troy City Council was held on Monday, October 28, 2024, at City Hall, 500 W. Big Beaver Rd. Mayor Baker called the meeting to order at 7:31 PM.

## B. ROLL CALL:

- a) Mayor Ethan Baker
- Theresa Brooks
- Rebecca A. Chamberlain-Creanga
- Hirak Chanda
- Mark Gunn
- David Hamilton
- Ellen Hodorek

## C. CERTIFICATES OF RECOGNITION AND SPECIAL PRESENTATIONS:

- 
- C-1** Proclamation to Celebrate Troy Resident Rithvika Karri on Her Exceptional Accomplishments in the Sport of Cricket (*Presented by: Mayor Ethan Baker*)
- 
- C-2** Troy Community Foundation – 2024 Troy Family Daze Report (*Presented by: Karen Greenwood, Troy Community Foundation*)
- 
- C-3** Legislative Update and Fire Truck Grant (*Presented by: Senator Michael Webber*)
- 
- C-4** Resident Engagement and Priority Survey Results (Presented by: William SaintAmour, Cobalt Community Research)
- 
- C-5** Snow Emergency Presentation (Presented by: Kurt Bovensiep, Public Works Director, and Courtney Flynn, Communications and Engagement Director)

The Meeting **RECESSED** at 9:00PM.

The Meeting **RECONVENED** at 9:05PM.

## D. CARRYOVER ITEMS:

- 
- D-1** No Carryover Items

## E. PUBLIC HEARINGS:

- 
- E-1** Conditional Rezoning (CR JPLN2024-001) – Proposed Bachard Lofts Conditional Rezoning, North Side of Maple, West Side of Stephenson (1441 E. Maple; PIN 88-20-26-351-016), Section 26, From O (Office) to IB (Integrated Industrial & Business) District

The Mayor opened the Public Hearing. The Mayor closed the Public Hearing after no Public Comment received.

Resolution #2024-10-141  
Moved by Hodorek  
Seconded by Gunn

WHEREAS, The City is in receipt of a proposed rezoning request from O (Office) District to IB (Integrated Industrial & Business) District; and,

WHEREAS, The subject property to be rezoned is located on the north side of Maple, west side of Stephenson, 1441 E. Maple Road, PIN 88-20-26-351-016, being approximately 1.82 acres in size; and,

WHEREAS, The applicant voluntarily offered a number of conditions, as per Section 16.04 of the City of Troy Zoning Ordinance; and,

WHEREAS, The conditional rezoning was considered by the Planning Commission following a public hearing; and,

WHEREAS, The Planning Commission vote on the motion recommending approval was 7-1; and,

WHEREAS, The proposed rezoning is supported by the Master Plan and advances the general and specific development policies of the Master Plan; and,

WHEREAS, The rezoning would permit greater flexibility in use and development of the property; and,

WHEREAS, The conditions offered by the applicant reasonably protect the adjacent properties; and,

WHEREAS, The rezoning would be compatible with surrounding zoning and land use; and,

WHEREAS, The proposed rezoning meets the Standards for Rezoning Approval listed in Section 16.03.C of the City of Troy Zoning Ordinance;

THEREFORE, BE IT RESOLVED, That Troy City Council hereby **APPROVES** the O District to be conditionally rezoned to IB District Conditional Rezoning Agreement and related attachments.

BE IT FURTHER RESOLVED, That Troy City Council **AUTHORIZES** the Mayor and City Clerk to sign the Conditional Rezoning Agreement on behalf of the City of Troy.

BE IT FINALLY RESOLVED, That the City of Troy Zoning District Map is hereby **AMENDED**.

Yes: All-7  
No: None

**MOTION CARRIED**

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

**G. CITY COUNCIL/CITY ADMINISTRATION RESPONSE/REPLY TO PUBLIC COMMENT FOR ITEMS ON THE AGENDA FROM TROY RESIDENTS AND BUSINESSES:**

**H. POSTPONED ITEMS:**

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**H-1** No Postponed Items

**I. REGULAR BUSINESS:**

---

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

**a) Mayoral Appointments:**

Resolution #2024-10-142  
Moved by Baker  
Seconded by Brooks

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

**[Downtown Development Authority](#)**

Appointed by Mayor  
13 Regular Members  
4 Year Term

**Nominations to the Downtown Development Authority:**

<b>Term Expiring: 9/30/2028</b>	<b>Linda Orlans</b>	<b>In District</b>
Term currently held by: Vacancy		

Yes: All-7  
No: None

**MOTION CARRIED**

**b) City Council Appointments: None**

**I-2 Board and Committee Nominations: a) Mayoral Nominations – Global Troy Advisory Committee; b) City Council Nominations – None**

**a) Mayoral Nominations:**

Resolution #2024-10-143  
Moved by Baker  
Seconded by Chamberlain-Creanga

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

**Global Troy Advisory Committee**

Appointed by Mayor  
12 Regular Members  
3 Year Term

**Nominations to the Global Troy Advisory Committee:**

**Term Expires: 10/30/2027**

**Awni Fakhoury**

Term currently held by: Awni Fakhoury

**Term Expires: 10/30/2027**

**Syeda Mohideen**

Term currently held by: Syeda Mohideen

**Term Expires: 10/30/2027**

**Suneel Sekhri**

Term currently held by: Suneel Sekhri

Yes: All-7  
No: None

**MOTION CARRIED**

**b) City Council Nominations: None**

---

**I-3 Request for Closed Session**

Resolution #2024-10-144  
Moved by Baker  
Seconded by Hamilton

BE IT RESOLVED, That Troy City Council **SHALL MEET** in Closed Session, as permitted by MCL 15.268 (e) - Michigan Association of Home Builders v. City of Troy.



Yes: All-7  
No: None

**MOTION CARRIED**

---

**I-4 Cancellation of Advance Meeting (Introduced by: Frank Nastasi, City Manager)**

Resolution #2024-10-145  
Moved by Baker  
Seconded by Chamberlain-Creanga

RESOLVED, That Troy City Council **CANCELS** the Special Meeting of the following date, scheduled at 8:00 AM at the Troy Community Center:

Saturday, December 07, 2024                      2024 Advance

BE IT FURTHER RESOLVED, That Troy City Council **MAY RESCHEDULE** this meeting for a date to be determined, and **MAY RESCHEDULE** Regular Meetings and/or **SCHEDULE** additional Special Meetings in accordance with the City Charter and Michigan Open Meetings Act.

Yes: All-7  
No: None

**MOTION CARRIED**

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**I-5 2025 City Council Meeting Schedule (Introduced by: Frank Nastasi, City Manager)**

City Council took NO ACTION on this item.

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**I-6 Lease Agreement Assignment and Assumption for Camp Ticonderoga Restaurant Operations (Introduced by: Brian Goul, Recreation Director)**

Resolution #2024-10-146  
Moved by Chamberlain-Creanga  
Seconded by Chanda

RESOLVED, That Troy City Council hereby **APPROVES** the Camp Ticonderoga Lease Assignment and Assumption Agreement with 5725 Rochester Road, LLC to transfer the contract to CT Hospitality, LLC of White Lake, MI in accordance with the terms and conditions in the current Lease Agreement.

BE IT FURTHER RESOLVED, That the Mayor and City Clerk are **AUTHORIZED TO EXECUTE** the attached Lease Assignment and Assumption Agreement; a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

Yes: All-7  
No: None

**MOTION CARRIED****J. CONSENT AGENDA:**

---

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

Resolution #2024-10-147-J-1a

Moved by Hamilton

Seconded by Brooks

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

Yes: All-7

No: None

**MOTION CARRIED**

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

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**J-2 Approval of City Council Minutes**

Resolution #2024-10-147-J-2

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

- a) City Council Minutes-Draft – October 14, 2024
- b) City Council Special Meeting Minutes-Draft – October 21, 2024

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**J-3 Proposed City of Troy Proclamations: None Submitted**

---

**J-4 Standard Purchasing Resolutions:**

- a) **Standard Purchasing Resolution 2: Award to Sole Bidder Meeting Specifications – Armored Rescue Vehicle Upgrade – Troy Police Department**

Resolution #2024-10-147-J-4a

RESOLVED, That Troy City Council hereby **APPROVES** a contract to the sole bidder meeting specifications, *SWATMOD, LLC of St. Cloud, MN*, for armored rescue vehicle upgrade for an estimated total amount of \$56,638.00 which includes a 10% contingency, at unit prices contained in the bid tabulation dated October 17, 2024, a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

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

b) **Standard Purchasing Resolution 4: MiDEAL Cooperative Purchase Program – Fire Station 3 Exterior Paint and Rust Repair**

Resolution #2024-10-147-J-4b

RESOLVED, That Troy City Council hereby **AWARDS** a contract to *Allied Building Service of Detroit, Michigan*, for exterior rust and paint repair, as well as bird netting installation, for an estimated cost \$70,928.75 as per the MiDEAL Cooperative Contract #00861, as detailed in the attached quote, plus a 20% contingency for a not to exceed project total cost of \$85,114.75; a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

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

c) **Standard Purchasing Resolution 5: Approval to Expend Budgeted Funds – Avondale Youth Assistance**

Resolution #2024-10-147-J-4c

RESOLVED, That Troy City Council hereby **APPROVES** the expenditure of funds budgeted in the 2024/2025 fiscal year to the Avondale Youth Assistance to provide diversion programs and community services to the residents of the City of Troy at a cost of \$2,500.00.

BE IT FURTHER RESOLVED, That Troy City Council **AUTHORIZES** the Mayor and City Clerk to **EXECUTE** the agreements to fund these services, a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

d) **Standard Purchasing Resolution 5: Approval to Expend Budgeted Funds – Haven, Inc.**

Resolution #2024-10-147-J-4d

RESOLVED, That Troy City Council hereby **APPROVES** the expenditure of funds budgeted in the 2024/2025 fiscal year to Haven, Inc. to provide crisis intervention, shelter, advocacy, and counseling to the residents of the City of Troy at a cost of \$2,500.00.

BE IT FURTHER RESOLVED, That Troy City Council **AUTHORIZES** the Mayor and City Clerk to **EXECUTE** the agreements to fund these services, a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

e) **Standard Purchasing Resolution 5: Approval to Expend Budgeted Funds – Troy Community Coalition**

Resolution #2024-10-147-J-4e

RESOLVED, That Troy City Council hereby **APPROVES** the expenditure of funds budgeted in the 2024/2025 fiscal year to the Troy Community Coalition to provide community services to prevent drug and alcohol abuse in the amount of \$35,000.00.

BE IT FURTHER RESOLVED, That Troy City Council **AUTHORIZES** the Mayor and City Clerk to **EXECUTE** the agreements to fund these services, a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

**f) Standard Purchasing Resolution 5: Approval to Expend Budgeted Funds – Troy Youth Assistance**

Resolution #2024-10-147-J-4f

RESOLVED, That Troy City Council hereby **APPROVES** the expenditure of funds budgeted in the 2024/2025 fiscal year to the Troy Youth Assistance to provide diversion programs and community services to the residents of the City of Troy at a cost of \$15,000.00.

BE IT FURTHER RESOLVED, That Troy City Council **AUTHORIZES** the Mayor and City Clerk to **EXECUTE** the agreements to fund these services, a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

**g) Standard Purchasing Resolution 11: Rejection of Bid – Street Light Maintenance Contract Extension – Street Light Maintenance**

Resolution #2024-10-147-J-4g

RESOLVED, That in the best interest of the City, Troy City Council hereby **REJECTS** the sole bid received for ITB-COT 24-25 Street Light Maintenance for being significantly over the annual budgeted amount.

RESOLVED, That in the best interest of the City, Troy City Council hereby **AWARDS** a one (1) year contract extension to, *Harlan Electric Company of Rochester Hills, MI*, at its bid prices and totals as detailed in the bid tabulation from the contract approved by City Council in 2020 (Resolution #2020-12-174-Ja); a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

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

---

**J-5 Casualty and Property Insurance – Two (2) Year Renewal with Michigan Municipal Risk Management Authority (MMRMA)**

Resolution #2024-10-147-J-5

WHEREAS, On November 14, 2022, Troy City Council authorized a two (2) year extension of the agreement for the City's casualty and property insurance coverage with the Michigan Municipal Risk Management Authority (MMRMA), Resolution #2022-11-168-J-7; and,

WHEREAS, MMRMA has proposed a renewal of the agreement for the City's casualty and property insurance coverage, starting November 8, 2024 and extending to November 7, 2026; and,

WHEREAS, The City's contribution cost for coverage for the 2024-2025 plan year is \$893,919, and is guaranteed not to increase more than 8% for the renewal of the 2025/2026 plan year; and,

WHEREAS, City Administration recommends approval of the two-year renewal and that pursuing a competitive bid process at this time is not in the City's best interest or required under charter or ordinance for this professional service, and is not likely to produce a more beneficial contract for the City;

NOW, THEREFORE, BE IT RESOLVED, That Troy City Council **AGREES** to renew the Agreement with the Michigan Municipal Risk Management Authority, as presented in the attached MMRMA proposal for casualty and property insurance coverage, and **AUTHORIZES** payment in an amount of \$893,919 less a Net Asset Distribution of \$133,910 for a not to exceed amount of \$760,009 for the 2024-2025 plan year, and an amount not to increase more than 8% for the 2025-2026 plan year and **AUTHORIZES** the City Attorney as the City's Member Representative to execute any documents necessary for the renewal of the Agreement with MMRMA; copies of which shall be **ATTACHED** to the original Minutes of this meeting.

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**J-6 Request for Acceptance of a Permanent Easement from Michael J. Carter and Denise M. Carter, Sidwell #88-20-03-251-028**

Resolution #2024-10-147-J-6

RESOLVED, That Troy City Council **ACCEPTS** a permanent easement for storm sewers and surface drainage from Michael J. Carter and Denise M. Carter, owners of the property having Sidwell #88-20-03-251-028.

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

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**J-7 Request for Acceptance of a Permanent Easement from Edwin Godo and Inxhenisa Godo, Sidwell #88-20-03-152-027**

Resolution #2024-10-147-J-7

RESOLVED, That Troy City Council **ACCEPTS** a permanent easement for storm sewers and surface drainage from Edwin Godo and Inxhenisa Godo, owners of the property having Sidwell #88-20-03-152-027.

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

**K. MEMORANDUMS AND FUTURE COUNCIL AGENDA ITEMS:****K-1 Announcement of Public Hearings:**

- a) November 25, 2024 – Transfer Community Development Block Grant (CDBG) PY 2018, 2019, 2020, 2021, 2022, and 2023 Funds to a New Project at Boulan Park

**K-2 Memorandums (Items submitted to City Council that may require consideration at some future point in time): None Submitted****L. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA FROM TROY RESIDENTS AND BUSINESSES:**

Anthony Kapas	Commented in opposition to the developments approved near his house.
Phil Locke	Commented on various topics.

**M. CITY COUNCIL/CITY ADMINISTRATION RESPONSE/REPLY TO PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA FROM TROY RESIDENTS AND BUSINESSES:**

Mayor Baker replied to Mr. Kapas that the school district would have the information regarding the sale of property near his house. City Manager Nastasi commented that City Management will provide information on the hours allowed for construction work.

**N. COUNCIL REFERRALS:**

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

**N-1 No Council Referrals Submitted****O. REPORTS:****O-1 Minutes – Boards and Committees: None Submitted****O-2 Department Reports:**

- a) 2024 Lead and Copper Rule Monitoring Update  
 b) Election Update and Update on Use of Grant Funding – A More Responsive Government 2024 Grant

**O-3 Letters of Appreciation: None Submitted****O-4 Proposed Proclamations/Resolutions from Other Organizations: None Submitted**

**P. COUNCIL COMMENTS:**

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**P-1 Council Comments**

Mayor Baker asked for an update on the status of the election from City Clerk Dickson. City Clerk Dickson provided an update on early voting, absentee ballots, and election deadlines. She said voters can go to [www.troy.mi.gov/elections](http://www.troy.mi.gov/elections) or contact the Clerk's Office with any questions.

Council Member Gunn thanked City Clerk Dickson for a smooth process for him and his wife at the early voting site.

Council Member Gunn announced that Monday, November 11<sup>th</sup> is Veteran's Day. He said he recently attended a veteran's event by the Troy VFW, who spoke about the challenges that veterans face. Council Member Gunn commented that he did not realize the suicide statistics of 22 per day for veterans. He said the VA is working with veterans, and he also reminded any veterans to contact 9-8-8 suicide hotline if they are experiencing challenges.

Council Member Chamberlain-Creanga commented on attending the Historical Village trick-or-treat family event. She thanked City Clerk Dickson and Deputy City Clerk Stewart for attending the event and for all the ways they communicate election information and voting message. She thanked the Troy Historical Village volunteers and all the community groups who participated and made this event a success.

Council Member Brooks said Happy Diwali to everyone who celebrates the holiday. She said she recently attended a Diwali event with Council Member Chanda.

Council Member Brooks thanked City Clerk Dickson for all she and her team is doing to prepare for the Presidential Election.

Council Member Brooks reminded everyone that the Troy Nature Center Uncorked event will be on Friday, November 8<sup>th</sup>. She said tickets are on sale and will go up on November 1<sup>st</sup>.

Council Member Brooks wished everyone a safe and Happy Halloween.

Council Member Chanda thanked City Clerk Dickson for all she and her staff is doing for the upcoming election. He said City Clerk's Office staff has been working hard for a long time to promote early voting.

Council Member Chanda wished a Happy Diwali to all who celebrate the holiday. He said Diwali is October 31<sup>st</sup> and there are many festivals where they celebrate their diversity together.

Council Member wished everyone a safe and Happy Halloween.

Council Member Hamilton commented on the memorandum announcing a Public Hearing scheduled for November 25<sup>th</sup> that will discuss CDBG transfer of funds for a project to create an all-inclusive play structure at Boulan Park.

Council Member Hamilton thanked City staff for their efforts to make the Frightful 5K a huge success.

Mayor Baker thanked City Clerk Dickson and her team for everything they do and every precaution they take to protect the integrity of the vote. City Clerk Dickson acknowledged her team of employees working long hours preparing for the election, as well as all of the election workers working at the Early Voting site and all the election workers working on Tuesday to make Election Day a success.

Mayor Baker said the annual Veterans Day Ceremony will be held at 11:00 AM on Monday, November 11<sup>th</sup> in the Veterans Plaza. He encourages everyone to attend the meaningful and impactful event to recognize our veterans in Troy.

Mayor Baker thanked everyone from Recreation, Facilities, DPW, and the Police and Fire Departments who worked to make Troy shine with the Frightful 5K event. He said it requires an all hands-on deck effort to shutdown Big Beaver to make it a safe, fun event for hundreds of people to attend.

Mayor Baker said they will be interviewing City Manager candidates on Saturday, November 16<sup>th</sup>. He said there are opportunities to meet the candidates in advance and submit comment cards. He said the interviews will be held at 9:00 AM on Saturday, November 16<sup>th</sup> in the City Council Chambers, and also be viewed live on the normal cable and YouTube channel.

**Q. PUBLIC COMMENT FOR ITEMS ON OR NOT ON THE AGENDA FROM MEMBERS OF THE PUBLIC OUTSIDE OF TROY (NOT RESIDENTS OF TROY AND NOT FROM TROY BUSINESSES):**

The Meeting **RECESSED** at 10:01 PM  
The Meeting **RECONVENED** at 10:05 PM

**R. CLOSED SESSION**

**R-1** Closed Session

**S. ADJOURNMENT:**

The Meeting **ADJOURNED** at 10:35 PM.

---

Mayor Ethan Baker

---

M. Aileen Dickson, MMC, MiPMC3  
City Clerk





500 West Big Beaver  
Troy, MI 48084  
troymi.gov

# CITY COUNCIL AGENDA ITEM



Date: November 1, 2024

To: Frank A Nastasi, City Manager

From: Robert J. Bruner, Deputy City Manager  
Rob Maleszyk, Chief Financial Officer  
Kyle Vieth, Controller  
Kurt Bovensiep, Public Works Director  
Mike Verstraete, Streets and Drains Operations Manager  
Emily Frontera, Purchasing Manager

Subject: Standard Purchasing Resolution 2: Award to Sole Bidder Meeting Specifications- Blue Diamond Brush Cutter and Installation

## History

- The Streets and Drain Division is responsible for the maintenance of the City’s 364 miles of Local, Major Roadways, all of which include Right-of-Way maintenance.
- The Streets and Drains Division is also responsible for the maintenance of over 170 retention and detention ponds, and various waterways.
- The Brush Cutter attachment for the John Deere G190 will allow maintaining the Rights-of-Way, ponds, and various waterways throughout the City more efficiently.

## Purchasing

- On October 24, 2024 a bid opening was conducted as required by the City Charter/Code for the purchase and installation of a Blue Diamond Brush Cutter.
- The bid was posted on the MITN Purchasing Group website; [www.bidnetdirect.com/city-of-troy-mi](http://www.bidnetdirect.com/city-of-troy-mi). Four hundred fifty-four (454) vendors were notified via the MITN website. One (1) bid proposal was received as well as one (1) statement of no bid. Below is a detail summary of the vendor responses.

<b>Companies notified via MITN</b>	454
Troy Companies notified via MITN	10
Troy Companies - Active email Notification	10
Troy Companies - Active Free	0
<b>Companies that viewed the bid</b>	45
Troy Companies that viewed the bid	0

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

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

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

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

- After a review of the bid response, *AIS Construction Equipment Corp of New Hudson, MI* is the sole bidder meeting specifications and is being recommended for award.
- AIS Construction Equipment Corp has over 60 years of supplying and servicing heavy equipment in the state of Michigan.



500 West Big Beaver  
Troy, MI 48084  
troymi.gov

## CITY COUNCIL AGENDA ITEM

### **Financial**

Funds are budgeted and available in the Major Streets Capital Fund under Project Number 2025C0021 for the 2025 fiscal year. Expenditures will be charged to account number 401.449.202.978.010.

1) Blue Diamond Brush Cutter	\$18,800.00
2) Installation	<u>\$ 4,990.00</u>
<b>Estimated Total</b>	<b>\$23,790.00</b>

### **Recommendation**

City Management recommends awarding a contract for the purchase and installation of one (1) Blue Diamond Brush Cutter to *AIS Construction Equipment Corp. of New Hudson, Mi* for an estimated total cost of \$23,790.00 at unit prices contained in the bid tab opened October 24, 2024.

Opening Date: 10/24/2024  
 Reviewed Date: 10/24/2024

BID TABULATION  
 CITY OF TROY  
 BRUSH CUTTER

ITB-COT 24-24  
 Pg. 1 of 1

Vendor Name:	AIS Construction Equipment Corp.
City:	New Hudson, MI
Check Amount:	\$1,500.00
Check Number:	9019113572

**BID PROPOSAL: TO FURNISH 1) BLUE DIAMOND BRUSH CUTTER EXCAVATOR SEVERE DUTY 60" WITH 1/2 THICK DECK FOR 38K-60K MACINES 35-45 GPM AND ONE (1) PROPER INSTALLATION EQUIPMENT TO FIT A JOHN DEERE 180G WHEELED EXCIVATOR**

PROPOSAL 1: BLUE DIAMOND BUSH CUTTER EXCAVATOR SEVERE DUTY 60" WITH 1/2 THICK DECK FOR 38K-60K LB MACHINES 35-45 GPM 200cc (Product Number 303865)

<b>Price for one:</b>	\$18,800.00
-----------------------	-------------

**PROPOSAL 2; PROPER INSTALLATION, PARTS & EQUIPMENT TO FIT A JOHN DEERE 190G WHEELED EXCAVATOR**

<b>Price for installation complete for the sum of:</b>	\$4,990.00
--	------------

<b>Total Cost:</b>	\$23,790.00
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Site Inspection:	Y or N	N
Hours of Operation:		M-F 7am-6pm
Contact Phone No.:		Craig Vier (586) 634-2760
References:	Y or N	Y
Insurance Provided:	Y or N	Y
Payment Terms:		Cash, within 30 days of delivery
Warranty:		One (1) Year Manufacturer Warranty
Delivery:		90-120 Days
Exceptions:	Y or N	None
Acknowledgement:	Y or N	Y
Forms:	Y or N	Y

**No Bid:** MacAllister Machinery Co Inc

ATTEST:  
 (\*Bid Opening conducted via a Zoom Meeting)  
 Mike Verstraete  
 Andrew Chambliss  
 Nellie Bert  
 Dina Gates

\_\_\_\_\_  
 Emily Frontera  
 Purchasing Manager



500 West Big Beaver  
Troy, MI 48084  
troymi.gov

**CITY COUNCIL AGENDA ITEM**



Date: November 6, 2024

To: Frank Nastasi, City Manager

From: Robert J. Bruner, Deputy City Manager  
 Kyle Vieth, Controller  
 Kurt Bovensiep, Public Works Director  
 Dennis Trantham, Deputy Public Works Director  
 Emily Frontera, Purchasing Manager

Subject: Standard Purchasing Resolution 2: Low Bidder Meeting Specifications – Snow Removal Services for Municipal Building Sidewalks and Parking Lots

**History**

The Facilities and Grounds Division is responsible for the comprehensive snow and ice removal on all municipal properties to ensure safe access for the public and staff. Our coverage includes clearing parking lots, building entrances, and sidewalks at key city facilities, including; City Hall, Library, 52-4 District Court, Police Department, Community Center, Troy Historic Village, Stage Nature Center, Transit Center, Fire Stations, Fire and Police Training Center, and Camp Ticonderoga. In total the winter maintenance effort included in the contract covers over 35,300 linear feet of sidewalk (8.5 miles), and more 1,240,800 square feet (28 acres) of parking lot areas.

Parks and trails are serviced with in-house Department of Public Works staff.

**Purchasing**

- On October 24, 2024 a bid opening was conducted as required by the City Charter/Code for seasonal requirements of Snow Removal Services with an option to renew for two (2) additional seasons.
- The bid was posted on the MITN Purchasing Group website; [www.bidnetdirect.com/city-of-troy-mi](http://www.bidnetdirect.com/city-of-troy-mi). Four hundred thirty-five (435) vendors were notified via the MITN website. Three (3) bids were received. Below is a detail summary of potential vendors for the bid opportunity:

<b>Companies notified via MITN</b>	435	<p><b><u>MITN</u></b> provides a resourceful online platform to streamline the procurement process, reduce costs, and make it easier and more transparent for vendors to do business with the City of Troy.</p> <p><b><u>Active MITN</u></b> members with a current membership and paying annual dues receive automatic electronic notification which allows instant access to Bids, RFPS and Quote opportunities with the City.</p> <p><b><u>Active MITN non-paying members</u></b> are responsible to monitor and check the MITN website for opportunities to do business with the City.</p> <p><b><u>Inactive MITN member</u></b> status can occur when a company does not renew their account upon expiration. Inactive members cannot be notified of solicitations or access any bid information.</p>
Troy Companies notified via MITN	7	
Troy Companies - Active email Notification	7	
Troy Companies - Active Free	0	
<b>Companies that viewed the bid</b>	87	
Troy Companies that viewed the bid	1	



500 West Big Beaver  
Troy, MI 48084  
troymi.gov

## **CITY COUNCIL AGENDA ITEM**

### **Purchasing (continued)**

After review of the bid proposals and in the best interest of the City, it was determined that no benefit would be gained by awarding each item separately. Therefore, it is being recommended to combine all line items and to award Proposal A to the overall low bidder meeting specifications *Russell Landscaping, Inc of Troy, MI*. Additionally, there will be no award for Proposal B as Proposal A was found to be more cost effective.

### **Financial**

Funds are budgeted and available for snow and ice removal services in the various department operating budgets.

### **Recommendation**

City Management recommends awarding a contract to provide seasonal requirements of snow removal services for municipal building sidewalks and parking lots with an option to renew for two (2) additional seasons to *Russell Landscaping, Inc. of Troy, MI* for Proposal A at unit prices contained in the bid tabulation dated October 24, 2024.

In addition, City Management is recommending the approval to allow City administration to extend the pricing established in Proposal A to other vendors for emergency conditions of snow and ice removal.

BID TABULATION  
 SNOW REMOVAL SERVICES  
 CITY OF TROY

VENDOR NAME:	Russell Landscaping, Inc.	DEQ Property Services, LLC dba Snow Plow Group	RNA Facilities Management
CITY:	Troy, MI	Armada, MI	Ypsilanti, MI

**PROPOSAL: TO FURNISH SEASONAL REQUIREMENTS OF SNOW REMOVAL SERVICES FOR THE CITY OF TROY MUNICIPAL PARKING LOTS, BUILDING ENTRANCES AND SIDEWALKS WITH AN OPTION TO RENEW FOR TWO – ONE (1) YEAR RENEWAL OPTIONS**

PROPOSAL (A): City Owned Properties – Parking Lots, Building Entrances and Sidewalks								
Item	Type of Equipment	Unit	# Dedicated	Cost per Hour (Hourly Rates all inclusive)	# Dedicated	Cost per Hour (Hourly Rates all inclusive)	# Dedicated	Cost per Hour (Hourly Rates all inclusive)
<b>Parking Lots:</b>								
1	5-10 Yd. Capacity Truck w/Salting Capabilities	Hour	2	\$125.00	1	\$150.00	1	\$200.00
2	Front End Loader - 5 yd. Capacity w/Snow Pusher	Hour	2	\$200.00		Not Specified	0	\$200.00
3	Front End Loader - 3 yd. Capacity w/Snow Pusher	Hour	2	\$165.00	1	\$175.00	2	\$200.00
4	Skid Steer with Snow Pusher	Hour	1	\$150.00		Not Specified	2	\$165.00
5	Pickup with 8 ft. Blade	Hour	3	\$125.00	1	\$150.00	6	\$125.00
6	Truck with 10 ft. Snowplow	Hour	2	\$125.00		Not Specified	0	\$200.00
7	Parking Lot Salt	Ton		\$150.00		\$240.00		\$220.00
<b>Sidewalks:</b>								
8	Utility Vehicle with 5' Snow Plow	Hour	1	\$120.00	3	\$75.00	4	\$150.00
9	Utility Vehicle with Salt Spreader	Hour	1	\$120.00		Not Specified	2	\$150.00
10	Utility Vehicle w/ 5' Snow Plow & Salt Spreader	Hour	1	\$120.00		Not Specified	2	\$150.00
11	Utility Tractor Mounted Snow Blower	Hour	1	\$200.00		Not Specified		Not Specified
12	Walk-Behind Snow Blower	Hour	30	\$70.00	3	\$75.00	8	\$75.00
13	Snow Shovel and Operator	Hour	15	\$65.00	6	\$75.00	20	\$60.00
14	Walk-Behind Salt Spreader with Operator	Hour	15	\$65.00	6	\$75.00	20	\$60.00
15	Sidewalk Snow and Ice Melter	50lb Bag		\$26.00		\$35.00		\$24.00
<b>ESTIMATED TOTAL - PROPOSAL A:</b>				<b>\$1,826.00</b>		<b>\$1,050.00</b>		<b>\$1,979.00</b>

DEQ Note: Line 8 is replaced with a Snow Rator w 4' plow

**PROPOSAL (B): City Owned Properties - Snow Plowing and Sidewalk Clearing (Various locations within the City of Troy)**

Item	Snow Plowing and Sidewalk Clearing		Unit	Number of Hours	Clearing Cost	Salting	Number of Hours*	Clearing Cost**	Salting***	Number of Hours	Clearing Cost	Salting
1	Fire Station #1 1019 E. Big Beaver	1-5" Snow	Per Push	1	\$125.00	\$125.00	1	\$530.00	\$265.00	1.6	\$195.00	\$244.00
		5"+ Snow	Per Push	1.5	\$160.00	1 Ton	2	\$1,060.00		3.2	\$390.00	
2	Fire Station #2 5600 Livernois	1-5" Snow	Per Push	1	\$125.00	\$125.00	0.8	\$290.00	\$135.00	1.2	\$145.00	\$179.00
		5"+ Snow	Per Push	1.5	\$160.00	1 Ton	1.6	\$580.00		2.4	\$290.00	
3	Fire Station #3 2400 W. Big Beaver	1-5" Snow	Per Push	1.5	\$190.00	\$125.00	1.1	\$445.00	\$210.00	1.3	\$170.00	\$248.00
		5"+ Snow	Per Push	2	\$240.00	1 Ton	2.2	\$890.00		2.6	\$340.00	
4	Fire Station #4 2103 E. Maple	1-5" Snow	Per Push	1.5	\$235.00	\$150.00	0.8	\$390.00	\$190.00	1.5	\$185.00	\$192.00
		5"+ Snow	Per Push	2	\$300.00	1.25 Ton	1.6	\$780.00		3	\$370.00	
5	Fire Station #5 6399 John R	1-5" Snow	Per Push	1	\$190.00	\$125.00	1	\$510.00	\$245.00	1.6	\$190.00	\$226.00
		5"+ Snow	Per Push	1.5	\$240.00	1 Ton	2	\$1,020.00		3.2	\$380.00	
6	Fire Station #6 5901 Coolidge	1-5" Snow	Per Push	1	\$175.00	\$110.00	0.7	\$240.00	\$110.00	1.1	\$135.00	\$164.00
		5"+ Snow	Per Push	1.5	\$220.00	.75 Ton	1.4	\$480.00		2.2	\$270.00	
7	Fire-Police Training Facility 4850 John R	1-5" Snow	Per Push	1.75	\$270.00	\$185.00	1.1	\$515.00	\$220.00	1.6	\$195.00	\$269.00
		5"+ Snow	Per Push	2.5	\$340.00	1.5 Ton	2.2	\$1,030.00		3.25	\$390.00	
8	Troy Historical Museum 60 W. Wattles	1-5" Snow	Per Push	1.5	\$255.00	\$185.00	1.4	\$870.00	\$435.00	3.1	\$330.00	\$352.00
		5"+ Snow	Per Push	2	\$320.00	1.5 Ton	2.8	\$1,740.00		6.2	\$660.00	
9	Camp Ticonderoga 5725 Rochester Road	1-5" Snow	Per Push	4.5	\$635.00	\$600.00	3.5	\$1,485.00	\$695.00	4.7	\$610.00	\$825.00
		5"+ Snow	Per Push	6	\$795.00	4 Ton	7	\$2,970.00		9.4	\$1,220.00	
10	Lloyd Stage Nature Center 6685 Coolidge	1-5" Snow	Per Push	0.75	\$170.00	\$110.00	1.3	\$710.00	\$335.00	2.9	\$288.00	\$298.00
		5"+ Snow	Per Push	1.25	\$215.00	.75 Ton	2.6	\$1,420.00		5.8	\$576.00	
11	Civic Center Campus 500 Big Beaver	1-5" Snow	Per Push	6	\$1,925.00	\$1,050.00	15.1	\$11,490.00	\$5,645.00	24	\$2,950.00	\$4,320.00
		5"+ Snow	Per Push	8	\$2,410.00	7 Ton	15.1	\$22,980.00		48	\$5,900.00	
12	Transit Center 1201 Doyle	1-5" Snow	Per Push	2	\$278.00	\$300.00	1.4	\$730.00	\$360.00	1.6	\$190.00	\$257.00
		5"+ Snow	Per Push	3	\$350.00	2 Ton	2.8	\$1,460.00		3.2	\$380.00	
<b>ESTIMATED TOTAL - PROPOSAL B:</b>					<b>\$10,323.00</b>	<b>\$3,190.00</b>		<b>\$54,615.00</b>	<b>\$8,845.00</b>		<b>\$16,749.00</b>	<b>\$7,574.00</b>
<b>ESTIMATED GRAND TOTAL - PROPOSAL A &amp; B:</b>					<b>\$15,339.00</b>			<b>\$64,510.00</b>			<b>\$26,302.00</b>	

\*Includes total hrs for plowing & shoveling

\*\*Rates include sidewalk & plowing labor

\*\*\*includes labor & material

BID TABULATION  
SNOW REMOVAL SERVICES  
CITY OF TROY

VENDOR NAME:		Russell Landscaping, Inc.	DEQ Property Services, LLC dba Snow Plow Group	RNA Facilities Management
SITE VISITS:	Y/N	Y	N	N
INSURANCE MET:	Y/N	Y	Y	Y
ANNUAL PRICE INCREASE:		5%	5%	3%
PAYMENT TERMS:		Net 30	Net 30 Days	Net 30
EXCEPTIONS:		None	DEQ is only interested in performing the work under the per push pricing listed in Proposal B. We do not wish to perform any work listed on Proposal B under an hourly basis. The pricing listed in Proposal A will only apply to work listed outside of the sites listed on Proposal B.	None
ALL OR NONE AWARD:	Y/N	N	Y	N
ACKNOWLEDGEMENT:	Y/N	Y	Y	Y
VENDOR QUESTIONNAIRE:	Y/N	Y	Y	3 of 4 pages provided
SIGNED ADDENDUM:	Y/N	Y	Y	N
FORMS:	Y/N	Y	Y	Y

Low Bidder Meeting Specifications

**Attest:**  
**(\*Bid Opening conducted via a Zoom Meeting)**

Dennis Trantham  
Andrew Chambliss  
Nellie Bert  
Dina Gates

\_\_\_\_\_  
Emily Frontera  
Purchasing Manager



500 West Big Beaver  
Troy, MI 48084  
troymi.gov

J-05

## CITY COUNCIL AGENDA ITEM

Date: November 1, 2024

To: Frank A. Nastasi, City Manager

From: Robert J. Bruner, Deputy City Manager  
Rob Maleszyk, Chief Financial Officer  
Kyle Vieth, Controller  
Emily Frontera, Purchasing Manager  
Brian Goul, Recreation Director

Subject: Purchase of Golf Course Equipment for Sylvan Glen Golf Course

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### History

- The average age of the current golf equipment at the City of Troy Sanctuary Lake Golf course is 15-20 years.
- The City is eligible to utilize the TROON National Account pricing in order to purchase replacement golf equipment for the golf course at the most advantageous prices for the City.
- TROON Golf has purchased a new piece of machinery to replace a tractor that is over 25 years old and no longer functioning.
- TROON Golf Management errantly ordered this piece of equipment without securing Council Approval or a Purchase Order. They also did not inform the Recreation Department that they were purchasing the equipment. Management for the golf courses have been informed of the proper way to handle purchases in the future.
- This purchase was an approved budgeted capital project for the 2025 fiscal year.
- This golf course equipment needs to be replaced as it has reached the end of its lifecycle and is necessary to maintain the range and serve the patrons on the course.

### Purchasing

- The City has the ability to purchase this equipment cooperatively utilizing the TROON National Account pricing.
- The equipment in total of \$57,573.60 was purchased based on the TROON Golf National contract pricing.
- Utilizing the TROON National Account is the least expensive way to purchase golf maintenance equipment.

### Financial

Funds are budgeted and available in the Sylvan Glen Capital General Equipment Fund for the 2025 fiscal year. The budgeted amount for project number 2025C0076 is \$67,000 and the account number is 584.788.978.010.

### Recommendation

City Management requests waiving the bid process and City Council affirm the purchase for one (1) John Deere 4066R Compact Utility Tractor to *Revels Turf & Tractor of Brighton, MI* for Sylvan Glen Golf Course for a total of cost of \$57,573.60.





Fuquay-Varina, NC  
(800) 849-5469

# Revels Turf & Tractor, LLC

7060 Kensington Road  
Brighton, MI 48116  
Phone: (800) 849-5469  
www.revelstractor.com



**JOHN DEERE**  
Deere, Inc.  
2217 North Main Street  
Fuquay-Varina, NC 27526

Invoice to Account No: 1546

## SALES INVOICE

SYLVAN GLEN GOLF COURSE  
5725 ROCHESTER RD  
TROY MI 48085  
US

Bus Ph: (248)619-7600 Prv Ph:

Invoice No: 323325  
Date: 9/30/2024  
Page: 1 of 1  
Cust PO No:  
Tax Exempt No:  
Payment Type: Account

### STOCK UNIT DETAILS

STOCK No.	TYPE	CLASS	ATTCH-TO	MAKE	MODEL	Eq ID	PIN	SALE PRICE
177771	New	Base		JOHN DEERE	4066R	RR105663	1LV4066RTRR105663	\$47983.51
183099	New	Base		JOHN DEERE	440R	RC078975	1P0440RXLR078975	\$7886.91
183100	New	Base		Frontier	AP13F	R0011828	1XFAP13FCR0011828	\$1703.18
183131	New	Att	177771	JOHN DEERE	BLV10441			\$0.00
183132	New	Att	177771	JOHN DEERE	LVB25332			\$0.00
183133	New	Att	177771	JOHN DEERE	LVB25334			\$0.00
183152	New	Att	177771	JOHN DEERE	BXX11040			\$0.00
183153	New	Att	177771	JOHN DEERE	LVU32113			\$0.00
183188	New	Att	177771	JOHN DEERE	LVA19248			\$0.00
								<b>\$57,573.60</b>

### INVOICE ALLOCATION

DESCRIPTION	VALUE
Transfer to SYLVAN GLEN GOLF COURSE, customer number 1546	\$57573.60
	<b>\$57,573.60</b>

### INVOICE NOTES

Terms: Due net 10 days

Salesperson: Rusty Willard

Total Selling Price	\$57,573.60
Plus Freight and Handling:	\$0.00
Plus Insurance:	\$0.00
Less Discount:	\$0.00
Plus Stamp Duty:	\$0.00
Plus Registration Fee:	\$0.00
Plus Additional Charges:	\$0.00
Plus Parts/Attachments:	\$0.00
Plus Agreements:	\$0.00
Plus Sales Tax:	\$0.00
<b>Total Invoice:</b>	<b>\$57,573.60</b>

Less Net Equity from Trade In(s):	\$0.00
Plus Refund:	\$0.00
Less Pre-Trade Payment	\$0.00
Less Deposit:	\$0.00
Less From Finance Contract:	\$0.00
Less Invoice Payment:	\$0.00
<b>Amount Due:</b>	<b>\$57,573.60</b>

Received by: ..... Date: .....



500 West Big Beaver  
Troy, MI 48084  
troymi.gov

J-06

## CITY COUNCIL AGENDA ITEM

Date: November 5, 2024

To: Honorable Mayor and Members of the Troy City Council

From: Frank Nastasi, City Manager  
Lori Grigg Bluhm, City Attorney

Subject: Renewal of PROTEC Membership



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PROTEC is the Michigan Coalition to Protect Rights of Way. This entity was formed 26 years ago by several Michigan cities who were interested in protecting municipal control over public rights of way and the right to receive fair compensation from the telecommunications providers that use public property. PROTEC is requesting that we annually renew our membership in the organization. Municipalities with representatives on the PROTEC Board include Dearborn, Livonia, and Southfield, and there are many other municipal members. Troy was one of the original members. The Michigan Municipal League serves as the fiscal agent for the coalition.

PROTEC continues to keep its members informed of telecommunications developments at the state and federal level. PROTEC has also taken an active role in filing pleadings and/or comments with the Federal Communications Commission that urge protection of municipal interests. PROTEC has also provided municipal support for small cell issues, as well as actively monitoring developments that impact municipal rights of way.

PROTEC's membership solicitation is attached for the fiscal year, and it contains an update of accomplishments. The cost for Troy's yearly membership, based on our population, is \$10,911.75. This amount is budgeted in the City Attorney's outside consultant budget.

City Administration recommends renewal of the City's PROTEC membership. Please let us know if you have any questions or concerns.

# PROTEC

The Michigan Coalition to Protect Public Rights-of-Way

[www.protec-mi.org](http://www.protec-mi.org)

Mike Watzka, General Counsel

Kitch Drutchas Law Firm; 1 Woodward Ave, Ste. 2400, Detroit, MI 48226

248.921.3888 or 313.965.7983; FAX: 313.965.7403; [Mike.watzka@kitch.com](mailto:Mike.watzka@kitch.com)

June 6, 2024

## **Membership Dues Notice 2024-25**

PROTEC is a nonprofit organization that works to protect local control over public rights-of-way and municipalities' ability to receive fair compensation from telecommunications companies and other users of our ROW and other public property. Please see the attached letter for more information.

If your community would like to renew a current PROTEC membership or become a new member for the fiscal year beginning July 1, 2024, please complete this Application for Membership and send it to the address below, along with the indicated dues payment.

*No response or payment is needed if your community does not wish to be a PROTEC member.*

### **Contact Information**

Contact person: \_\_\_\_\_

Title: \_\_\_\_\_

Email address: \_\_\_\_\_

PROTEC membership dues are based on population figures as reported in the 2020 Census (\$0.125 per resident, capped at \$12,500).

Troy's dues for the fiscal year beginning July 1, 2024 would be: **\$10,911.75**

Please make checks payable to PROTEC and mail to:

PO BOX 7409  
ANN ARBOR MI 48107-7409

PROTEC Board of Directors:

Jeremy Romer (313) 943-2035 [jromer@ci.dearborn.mi.us](mailto:jromer@ci.dearborn.mi.us)

Dawn E. King, (248) 796-5786 [dking@cityofsouthfield.com](mailto:dking@cityofsouthfield.com)

Michael Fisher (734) 466-2520 [mfisher@ci.livonia.mi.us](mailto:mfisher@ci.livonia.mi.us)

Fiscal Agent: Michigan Municipal League

Note: A copy of this Application for Membership has been sent to your municipality's Mayor/President/Administrator/Finance Director (as appropriate).



500 West Big Beaver  
Troy, MI 48084  
troymi.gov

J-07

## CITY COUNCIL AGENDA ITEM

Date: November 4, 2024

To: Honorable Mayor and Members of the Troy City Council

From: Lori Grigg Bluhm, City Attorney  
Julie Quinlan Dufrane, Assistant City Attorney

Subject: Amendment to Shallowbrook Subdivision Open Space Agreement



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Attached is a proposed amendment to an Open Space Agreement concerning the platted subdivision known as Shallowbrook Subdivision, which is located on the east side of Rochester Road between Long Lake and Wattles Roads in the City of Troy. This subdivision was developed in 1974. Under the City's then existing Subdivision Control Ordinance, developers were required to set aside areas of open space for the benefit of the homeowners and to provide for long term maintenance of that open space. Any amendment to the Open Space Agreement requires approval of the City of Troy. (*See attached* Subdivision Open Space Agreement dated March 6, 1974, Recorded at Liber 6398, Page 104). Representatives of Shallowbrook Subdivision approached the City seeking to amend three specific sections of the agreement as described below.

Amendment to Section 7(a): Clarifies the definition of "lot owner," and removes any ambiguity about rented homes.

Amendment to Section 9: This amendment deletes obsolete language concerning the original developer of the subdivision who turned over control the Homeowners Association several decades ago. The amendment also resolves a circumstance where there are fewer than five (5) lot owners who are willing to serve on the Board.

Amendment to Section 10(A): The original version of the agreement did not provide for any method to account for inflation. At this time, the dues do not cover the Association's expenses and financial obligations, including maintenance of the open space. The amendment to Section 10(A) would raise the Homeowner Association's dues and provide a mechanism to account for inflation.

### **RECOMMENDATION:**

These proposed amendments do not alter any of the City's rights, duties or obligations, and they are recommended for approval. The amendments have been approved by the required number of lot owners in the Shallowbrook Subdivision Homeowners Association.

#### Attachments:

1. Original Subdivision Open Space Agreement, dated March 6, 1974
2. Proposed Amended Subdivision Open Space Agreement

## **Amendment to Subdivision Open Space Agreement**

This **Amendment to Subdivision Open Space Agreement** is made and entered into on \_\_\_\_\_, 2024, between the City of Troy, a Michigan municipal corporation, whose address is 500 West Big Beaver Road, Troy, Michigan 48084 (the “City”), on one hand, and James McCauley, acting for himself and for the other parties listed in exhibit 1 (together, the “Subscribing Owners”) by limited powers of attorney executed on the dates referenced in the exhibit, as successors to REL Development Co., a Michigan co-partnership, of 4085 Rochester Road, Troy, Michigan 48084 (the “Developer”), on the other hand.

### **RECITALS**

1. The Developer platted Shallowbrook Subdivision, located in the City of Troy, Oakland County, Michigan, of which the plat is recorded at liber 144, pages 20, 21, and 22 of plats, Oakland County records (the “Plat”).
2. The Developer and the City entered a Subdivision Open Space Agreement (the “SOSA”) dated March 6, 1974, and recorded at liber 6398, page 104, Oakland County records, which agreement is explicitly referenced in the Plat.
3. Section 21 of the SOSA states: “These covenants are to run with the land and shall be binding on the parties hereto, their heirs, devisees, representatives, until the City and seventy-five percent (75%) of the owners of said lots in this Subdivision by an instrument in writing recorded in the Office of the Register of Deeds for Oakland County, Michigan, agree to cancel, alter, amend, or modify this Agreement.”
4. The Plat includes 197 lots, meaning that the approval of 148 lot owners is needed to approve an amendment to the SOSA.
5. The City and the Subscribing Owners enter into this amendment under section 21 of the SOSA for their mutual benefit and consideration.

### **Amendment 1**

Section 7(a) of the SOSA is amended and replaced in its entirety with the following:

For the purposes of this agreement, a lot owner shall be defined as the owner of record as of January 1st of each year. A lot owner-occupant shall be defined as a lot owner whose subject lot includes a residential structure.

### **Amendment 2**

Section 9 of the SOSA is amended and replaced in its entirety with the following:

The By-Laws of the Association shall provide for a Board of Directors not more than fifteen (15) members.

### **Amendment 3**

Section 10(a) of the SOSA is amended and replaced in its entirety with the following:

(i) Dues of the Association for calendar year 2024 shall be no more than Seventy-Five Dollars (\$75.00) per year for any lot. (ii) For later calendar years, the maximum dues will equal the maximum dues for the calendar year 2024, multiplied by the Index (as defined below) for September of the previous year, divided by the Index for September 2023. (iii) The "Index" initially means the Consumer Price Index, CPI-U, All Urban Consumers, U.S. City Average, 1982/84=100. If the initial Index is discontinued or otherwise becomes impractical, then the Board of Directors of the Association may select another similar index as the Index. (iv) Notwithstanding section 21 below, amendment of this section does not require the City's approval. (v) The Association's bylaws may allow for a one-time late fee of up to 25% and for interest on overdue amounts if dues are not paid timely.

All remaining sections of the original Subdivision Open Space Agreement remain in full force and effect.

Upon execution by all parties, this Amendment to the Subdivision Open Space Agreement shall be recorded with the Oakland County Register of Deeds by a representative of Shallowbrook Subdivision.

IN WITNESS WHEREOF, the parties have caused this Amendment to be executed on the day and year recited above.

CITY OF TROY  
a Michigan municipal corporation

\_\_\_\_\_  
By: Ethan Baker  
Its: Mayor

STATE OF MICHIGAN     )  
  ) ss  
COUNTY OF OAKLAND    )

The foregoing Amendment to the Subdivision Open Space Agreement was acknowledged before me by Ethan Baker, the Mayor of the City of Troy, on \_\_\_\_\_, 2024.

\_\_\_\_\_, Notary Public  
Oakland County, Michigan  
My commission expires: \_\_\_\_\_  
Acting in Oakland County

CITY OF TROY  
a Michigan municipal corporation

\_\_\_\_\_  
By: M. Aileen Dickson  
Its: Clerk

STATE OF MICHIGAN     )  
  ) ss  
COUNTY OF OAKLAND    )

The foregoing Amendment to the Subdivision Open Space Agreement was acknowledged before me by M. Aileen Dickson, the Clerk of the City of Troy, on \_\_\_\_\_, 2024.

\_\_\_\_\_, Notary Public  
Oakland County, Michigan  
My commission expires: \_\_\_\_\_  
Acting in Oakland County





Lot owner first name	Lot owner last name	Lot address				
Amira	Abdulahad	4486 Clarke	By limited power of attorney granted on:	7/12/2024	As to amendments:	1 2 3
Jessie	Abro	1044 Shallowdale	By limited power of attorney granted on:	7/2/2024	As to amendments:	1 2 3
Jackie	Ahlstrom	4531 Clarke	By limited power of attorney granted on:	5/21/2024	As to amendments:	1 2 3
Mahmood	Ahmed	1142 Robertson	By limited power of attorney granted on:	5/21/2024	As to amendments:	1 2 3
Rafida	Alexander	4517 Clarke	By limited power of attorney granted on:	7/16/2024	As to amendments:	1 2 3
Brandon	Allen	4276 Clarke	By limited power of attorney granted on:	6/20/2024	As to amendments:	1
Marilyn	Andoniso	4281 Clarke	By limited power of attorney granted on:	6/11/2024	As to amendments:	1 2 3
Gordon M	Armstrong	4408 Reilly	By limited power of attorney granted on:	5/21/2024	As to amendments:	1 2 3
Marrouf	Azar	4249 Willow Creek	By limited power of attorney granted on:	7/1/2024	As to amendments:	1 2 3
Diana	Baraiac	1241 Shallowdale	By limited power of attorney granted on:	5/27/2024	As to amendments:	1 2 3
Bharati	Bhatt	1094 Robertson	By limited power of attorney granted on:	7/2/2024	As to amendments:	1 2 3
Dennis	Bisoni	1197 Lamb	By limited power of attorney granted on:	6/4/2024	As to amendments:	1 2
Yvonne	Blake	1128 Shallowdale	By limited power of attorney granted on:	7/5/2024	As to amendments:	1 2 3
Robert	Boehle	4313 Reilly	By limited power of attorney granted on:	6/6/2024	As to amendments:	1 2 3
Daniel	Boismier	4448 Willow Creek	By limited power of attorney granted on:	5/28/2024	As to amendments:	1 2 3
Sitaram	Bolar	4426 Reilly	By limited power of attorney granted on:	5/21/2024	As to amendments:	1 2 3
Cary	Bolton	1085 Shadow	By limited power of attorney granted on:	7/5/2024	As to amendments:	1 2 3
Dennis	Bonucchi	4350 Reilly	By limited power of attorney granted on:	7/10/2024	As to amendments:	1 2 3
Paul	Borkosh	4314 Willow Creek	By limited power of attorney granted on:	6/30/2024	As to amendments:	2 3
Thomas	Bradke	4416 Reilly	By limited power of attorney granted on:	6/28/2024	As to amendments:	1 2 3
Jim	Breese	4311 Reilly	By limited power of attorney granted on:	5/30/2024	As to amendments:	1 2 3
Nataly	Brikho	1030 Shallowdale	By limited power of attorney granted on:	5/29/2024	As to amendments:	1 2 3
Jennifer	Brown	4449 Harold	By limited power of attorney granted on:	6/6/2024	As to amendments:	1 2 3
James	Callis	4304 Clarke	By limited power of attorney granted on:	7/29/2024	As to amendments:	1 2 3
Patricia	Campbell	4463 Willow Creek	By limited power of attorney granted on:	6/3/2024	As to amendments:	1 2
Rachel	Camper	4263 Clarke	By limited power of attorney granted on:	6/4/2024	As to amendments:	1 2 3
Gemma	Cano (f/k/a Pritchard)	4475 Clarke	By limited power of attorney granted on:	7/8/2024	As to amendments:	1 2 3
Tengyun	Cao	4399 Clarke	By limited power of attorney granted on:	6/24/2024	As to amendments:	1 2 3
Michael	Cermak	4431 Reilly	By limited power of attorney granted on:	6/3/2024	As to amendments:	1 2 3
Robert	Chatman	4544 Reilly	By limited power of attorney granted on:	7/10/2024	As to amendments:	1 2 3
Chin-Jung	Chen	4463 Harold	By limited power of attorney granted on:	6/10/2024	As to amendments:	1 2 3
Irene and Tom	Christy	4462 Willow Creek	By limited power of attorney granted on:	6/2/2024	As to amendments:	1 2 3
Heather	Ciurla	1172 Robertson	By limited power of attorney granted on:	5/23/2024	As to amendments:	1 2 3
Margaret	Clark	4358 Willow Creek	By limited power of attorney granted on:	6/19/2024	As to amendments:	1 2
Heidi	Clemente	4449 Willow Creek	By limited power of attorney granted on:	5/29/2024	As to amendments:	1 2 3
Dennis	Clements	4377 Clarke	By limited power of attorney granted on:	6/7/2024	As to amendments:	1 2 3
Freda	Cochran	4400 Reilly	By limited power of attorney granted on:	6/4/2024	As to amendments:	1 2 3
Linda	Colombo	4421 Reilly Court	By limited power of attorney granted on:	5/22/2024	As to amendments:	1 2 3
Carolin	Connelly	4346 Clarke	By limited power of attorney granted on:	5/21/2024	As to amendments:	1 2 3
Catherine	D'Annunzio	4423 Reilly Court	By limited power of attorney granted on:	6/5/2024	As to amendments:	1 2 3
Alan	de la Vega	1171 Shadow	By limited power of attorney granted on:	6/30/2024	As to amendments:	1 2 3
Michael	DePetris	4407 Clarke	By limited power of attorney granted on:	6/1/2024	As to amendments:	1 2 3
Donna	Donohue	4486 Willow Creek	By limited power of attorney granted on:	6/4/2024	As to amendments:	1 2 3
Natalie	Essak	1185 Shadow	By limited power of attorney granted on:	7/8/2024	As to amendments:	1 2 3
Marlo	Esser	1195 Shallowdale	By limited power of attorney granted on:	6/7/2024	As to amendments:	1 2 3
Dana	Evert	1213 Shallowdale	By limited power of attorney granted on:	5/21/2024	As to amendments:	1 2 3
Alexander	Fike	1255 Shallowdale	By limited power of attorney granted on:	7/1/2024	As to amendments:	1 2 3
Kathleen	Fontana	4429 Eleanor	By limited power of attorney granted on:	7/7/2024	As to amendments:	1 2 3
Alison	Fuller	1157 Shallowdale	By limited power of attorney granted on:	6/11/2024	As to amendments:	1 2 3
Paul	Galea	4412 Reilly	By limited power of attorney granted on:	6/23/2024	As to amendments:	1 2
James	Gallagher	4433 Clarke	By limited power of attorney granted on:	6/7/2024	As to amendments:	1 2 3
Ramesh	Gautam	4425 Clarke	By limited power of attorney granted on:	6/7/2024	As to amendments:	1 2 3
Mark	Geary	4453 Willow Creek	By limited power of attorney granted on:	6/26/2024	As to amendments:	1 2 3
Lloyd & Joan	Geering	4451 Reilly	By limited power of attorney granted on:	7/10/2024	As to amendments:	1 2 3
Robert	Gillette	1157 Shadow	By limited power of attorney granted on:	7/2/2024	As to amendments:	1 2 3
Gopalakrishna	Govindaraja Iyengar	4447 Clarke	By limited power of attorney granted on:	6/12/2024	As to amendments:	1 2 3
Derek	Greaves	4448 Harold	By limited power of attorney granted on:	5/21/2024	As to amendments:	1 2
Ed	Green	4481 Harold	By limited power of attorney granted on:	6/10/2024	As to amendments:	1 2
Karen	Guilbert	4335 Clarke	By limited power of attorney granted on:	6/11/2024	As to amendments:	1 2 3
Steve	Gunn	4411 Reilly Court	By limited power of attorney granted on:	5/21/2024	As to amendments:	1 2 3
Lina	Haddad	4378 Reilly	By limited power of attorney granted on:	7/23/2024	As to amendments:	1 2 3
Kelly & Roger	Hahn	4420 Reilly	By limited power of attorney granted on:	6/19/2024	As to amendments:	1 2 3
Kenneth	Hammond	4415 Reilly Court	By limited power of attorney granted on:	6/26/2024	As to amendments:	1 2 3
Marwan	Hani	1126 Robertson	By limited power of attorney granted on:	6/8/2024	As to amendments:	1
Jonathan	Harris	1170 Shallowdale	By limited power of attorney granted on:	5/21/2024	As to amendments:	1 2 3
Christopher	Harvey	1057 Shallowdale	By limited power of attorney granted on:	6/13/2024	As to amendments:	1 2 3
Richard	Hazen	1142 Shallowdale	By limited power of attorney granted on:	7/26/2024	As to amendments:	1 2 3
Siddhu	Hebballi	4537 Harold	By limited power of attorney granted on:	6/7/2024	As to amendments:	1 2
Lauren	Henderson	4530 Reilly	By limited power of attorney granted on:	7/6/2024	As to amendments:	1 2 3
Constance	Hietikko	4447 Reilly	By limited power of attorney granted on:	7/14/2024	As to amendments:	1 2 3
Hong (Rose)	Hinks	4444 Clarke	By limited power of attorney granted on:	6/9/2024	As to amendments:	1 2 3
Gina	Hopkins	4332 Clarke	By limited power of attorney granted on:	7/9/2024	As to amendments:	1 2 3
Wendy	Hughes	4495 Harold	By limited power of attorney granted on:	5/27/2024	As to amendments:	1 2 3
Tom	Hutt	1181 Shallowdale	By limited power of attorney granted on:	7/17/2024	As to amendments:	1 2 3
Marcelle	Isaac	4323 Reilly	By limited power of attorney granted on:	7/27/2024	As to amendments:	1 2 3
Justin	Ishola	4295 Clarke	By limited power of attorney granted on:	5/27/2024	As to amendments:	1 2 3
Fatima	Javed	1197 Shadow	By limited power of attorney granted on:	7/7/2024	As to amendments:	1 2 3
Daniel & Elizabeth	Jenuwine	4392 Reilly	By limited power of attorney granted on:	5/25/2024	As to amendments:	2 3
Elizabeth	Jenuwine	4349 Clarke	By limited power of attorney granted on:	5/22/2024	As to amendments:	2 3

Ayad	Jerjis	4360 Clarke	By limited power of attorney granted on: 6/24/2024	As to amendments: 1 2 3
Junghoon	Jo	4437 Harold	By limited power of attorney granted on: 6/7/2024	As to amendments: 1 2 3
John	Kaniarz	4416 Clarke	By limited power of attorney granted on: 6/5/2024	As to amendments: 1 2 3
Saravanan	Kasi	4488 Reilly	By limited power of attorney granted on: 7/10/2024	As to amendments: 1 2 3
Hariharan	Katchaiappan	4503 Clarke	By limited power of attorney granted on: 6/7/2024	As to amendments: 1 2 3
Chris	Keeney	4318 Clarke	By limited power of attorney granted on: 6/19/2024	As to amendments: 1 2
John	Kennedy	4374 Clarke	By limited power of attorney granted on: 7/9/2024	As to amendments: 1
Andrew	Kinsley	4407 Reilly	By limited power of attorney granted on: 7/10/2024	As to amendments: 1 2 3
Marlene	Kirkwood	4336 Willow Creek	By limited power of attorney granted on: 6/20/2024	As to amendments: 1 2 3
William	Knaus	4364 Reilly	By limited power of attorney granted on: 6/8/2024	As to amendments: 1
William	Kole	4403 Willow Creek	By limited power of attorney granted on: 5/22/2024	As to amendments: 1 2 3
Mary Ellen	Kreshover	4434 Harold	By limited power of attorney granted on: 6/13/2024	As to amendments: 1 2 3
James	Kubasinski	4294 Willow Creek	By limited power of attorney granted on: 7/16/2024	As to amendments: 1 2 3
Dinesh Reddy	Kypa	4359 Willow Creek	By limited power of attorney granted on: 7/14/2024	As to amendments: 1 2
John / Debbie	LaVara	4542 Clarke	By limited power of attorney granted on: 6/24/2024	As to amendments: 1 2 3
Sungchul	Lee	4419 Clarke	By limited power of attorney granted on: 6/19/2024	As to amendments: 1 2
Jennifer	Lee	4388 Clarke	By limited power of attorney granted on: 6/19/2024	As to amendments: 1 2 3
Mark	Lenz	1099 Shadow	By limited power of attorney granted on: 7/2/2024	As to amendments: 1 2 3
Tammy	Leonard	1114 Shallowdale	By limited power of attorney granted on: 6/30/2024	As to amendments: 1
Cathleen	Lipple	4351 Reilly	By limited power of attorney granted on: 5/21/2024	As to amendments: 1 2 3
Dimitri	Liska	4250 Willow Creek	By limited power of attorney granted on: 6/3/2024	As to amendments: 1 2 3
Joe	Malkowski	4516 Reilly	By limited power of attorney granted on: 5/21/2024	As to amendments: 1 2 3
Rosina	Mancini	4425 Reilly Court	By limited power of attorney granted on: 7/11/2024	As to amendments: 1 2 3
Linda	Marx	1186 Robertson	By limited power of attorney granted on: 5/21/2024	As to amendments: 1 2 3
James	McCauley	4435 Harold	On his own behalf	As to amendments: 1 2 3
Zhen Huang-mei (Jimmy)	Mei	1184 Shallowdale	By limited power of attorney granted on: 6/12/2024	As to amendments: 1 2 3
Lynn	Meng	4379 Reilly	By limited power of attorney granted on: 6/7/2024	As to amendments: 1 2 3
Sakib	Miah	1016 Shallowdale	By limited power of attorney granted on: 5/23/2024	As to amendments: 1 2 3
Diane	Miller	4457 Eleanor	By limited power of attorney granted on: 5/21/2024	As to amendments: 1 2 3
Lindsey	Miller	4437 Willow Creek	By limited power of attorney granted on: 6/7/2024	As to amendments: 1 2 3
John	Moran	1110 Robertson	By limited power of attorney granted on: 6/5/2024	As to amendments: 1 2 3
Karen	Mrozek	1183 Lamb	By limited power of attorney granted on: 5/30/2024	As to amendments: 1 2
Ken	Muenk	1092 Shadow	By limited power of attorney granted on: 6/7/2024	As to amendments: 2
Ravi	Muniswamy	4415 Clarke	By limited power of attorney granted on: 5/22/2024	As to amendments: 1 2 3
Mario	Murado	4290 Clarke	By limited power of attorney granted on: 7/8/2024	As to amendments: 1 2 3
Lynn	Murphy	4322 Reilly	By limited power of attorney granted on: 7/10/2024	As to amendments: 1 2 3
Isao	Nagata	4434 Reilly	By limited power of attorney granted on: 6/30/2024	As to amendments: 1 2 3
George	Nassif	4472 Clarke	By limited power of attorney granted on: 6/26/2024	As to amendments: 1 2 3
Tony	Nguyen	4433 Willow Creek	By limited power of attorney granted on: 5/21/2024	As to amendments: 1 2 3
Mark	Nimtz	1127 Shadow	By limited power of attorney granted on: 7/1/2024	As to amendments: 1 2 3
Peggy	Oblizajek	4545 Clarke	By limited power of attorney granted on: 5/21/2024	As to amendments: 1 2 3
Kaj	Ostergaard	4570 Clarke	By limited power of attorney granted on: 5/25/2024	As to amendments: 1 2 3
Ekanem	Oyovbaire	1169 Shallowdale	By limited power of attorney granted on: 7/2/2024	As to amendments: 1
Richard	Pallas	4419 Reilly Court	By limited power of attorney granted on: 5/25/2024	As to amendments: 1 2 3
Gloria	Pasek	4403 Reilly	By limited power of attorney granted on: 6/13/2024	As to amendments: 1 2 3
Ratna	Pasupulati	1113 Shadow	By limited power of attorney granted on: 7/5/2024	As to amendments: 1 2 3
Alan	Perse	4458 Clarke	By limited power of attorney granted on: 6/7/2024	As to amendments: 1 2 3
Barbara	Pike	4272 Willow Creek	By limited power of attorney granted on: 5/30/2024	As to amendments: 1 2 3
David	Purchiaroni	4471 Willow Creek	By limited power of attorney granted on: 5/22/2024	As to amendments: 1 2 3
Kathy	Puscas	1199 Shallowdale	By limited power of attorney granted on: 5/27/2024	As to amendments: 1 2 3
Mingchun	Qiu	4489 Clarke	By limited power of attorney granted on: 5/21/2024	As to amendments: 1 2 3
Tim	Reimer	4500 Clarke	By limited power of attorney granted on: 6/19/2024	As to amendments: 1 2 3
Steven	Richman	4393 Reilly	By limited power of attorney granted on: 7/14/2024	As to amendments: 1 2
Richard	Rizzio	4462 Harold	By limited power of attorney granted on: 5/21/2024	As to amendments: 1 2 3
Donna and Steven	Robertson	4391 Clarke	By limited power of attorney granted on: 5/22/2024	As to amendments: 1 2 3
Michael	Rumel	4436 Willow Creek	By limited power of attorney granted on: 6/11/2024	As to amendments: 1 2 3
Omar	Saed	4502 Reilly	By limited power of attorney granted on: 7/12/2024	As to amendments: 1 2 3
Amy	Sagmani	4315 Willow Creek	By limited power of attorney granted on: 6/19/2024	As to amendments: 1 2
Sara	Schaule	4448 Reilly	By limited power of attorney granted on: 5/21/2024	As to amendments: 1 2 3
Gary	Schultz	1198 Shallowdale	By limited power of attorney granted on: 7/1/2024	As to amendments: 1 2 3
Frank	See	4430 Reilly	By limited power of attorney granted on: 7/16/2024	As to amendments: 1 2 3
Ajay	Sharma	4337 Willow Creek	By limited power of attorney granted on: 6/3/2024	As to amendments: 1 2
Alok	Singh	4405 Eleanor	By limited power of attorney granted on: 5/21/2024	As to amendments: 1 2 3
Ann	Sliney	4427 Reilly	By limited power of attorney granted on: 6/26/2024	As to amendments: 1 2 3
Suzan	Smith	1101 Shallowdale	By limited power of attorney granted on: 6/11/2024	As to amendments: 1 2
Utsav	Somani	4365 Reilly	By limited power of attorney granted on: 6/19/2024	As to amendments: 1 2 3
Kwon	Song	4471 Reilly	By limited power of attorney granted on: 5/21/2024	As to amendments: 1 2 3
Marilyn	St. Pierre	1115 Shallowdale	By limited power of attorney granted on: 7/7/2024	As to amendments: 1 2 3
Sharon	Stephens	4417 Reilly Court	By limited power of attorney granted on: 5/22/2024	As to amendments: 1 2 3
Swaminathan	Sukanya	1143 Shallowdale	By limited power of attorney granted on: 6/3/2024	As to amendments: 1 2
Patricia	Sunne	4461 Reilly	By limited power of attorney granted on: 7/10/2024	As to amendments: 1 2 3
Andrea	Swales	4380 Willow Creek	By limited power of attorney granted on: 6/8/2024	As to amendments: 1 2 3
Karima	Tadros	4402 Willow Creek	By limited power of attorney granted on: 7/1/2024	As to amendments: 1 2 3
Christine	Tallman	4470 Harold	By limited power of attorney granted on: 5/21/2024	As to amendments: 1 2 3
Haylie	Tate	4528 Clarke	By limited power of attorney granted on: 6/9/2024	As to amendments: 1 2 3
Gary	Thack	4336 Reilly	By limited power of attorney granted on: 6/26/2024	As to amendments: 1 2 3
Santhosh	Thirunavukkarasu	4435 Reilly	By limited power of attorney granted on: 5/21/2024	As to amendments: 1 2 3
Vicky	Thomas	1071 Shallowdale	By limited power of attorney granted on: 6/3/2024	As to amendments: 1 2 3
Chieh-Sheng	Tien	4337 Reilly	By limited power of attorney granted on: 7/10/2024	As to amendments: 1 2 3
Scott	Traynor	4402 Clarke	By limited power of attorney granted on: 6/1/2024	As to amendments: 1 2 3

Victor	Trevino	4509 Harold	By limited power of attorney granted on: 6/20/2024	As to amendments:	1	2	3
Jon	Tucker	4556 Clarke	By limited power of attorney granted on: 6/21/2024	As to amendments:	1	2	3
Victor	Turashoff	1225 Shallowdale	By limited power of attorney granted on: 7/15/2024	As to amendments:	1	2	3
Henry	Uban	1100 Shallowdale	By limited power of attorney granted on: 7/1/2024	As to amendments:	1	2	3
Abhijeet	Valdya	4413 Reilly Court	By limited power of attorney granted on: 7/12/2024	As to amendments:	1	2	3
Joan	Van Kampen	4436 Harold	By limited power of attorney granted on: 6/23/2024	As to amendments:	1	2	3
Jordan	van Rassel	4432 Willow Creek	By limited power of attorney granted on: 6/19/2024	As to amendments:	1	2	3
Brad	VandeWerken	4452 Harold	By limited power of attorney granted on: 6/3/2024	As to amendments:	1	2	3
Erjola	Veleshnja	4384 Reilly	By limited power of attorney granted on: 7/12/2024	As to amendments:	1	2	3
Anne	Vrazo	4321 Clarke	By limited power of attorney granted on: 6/19/2024	As to amendments:	1	2	3
Mohammad	Wani	1095 Shallowdale	By limited power of attorney granted on: 5/21/2024	As to amendments:	1	2	3
Gregory	Wemette	4399 Reilly	By limited power of attorney granted on: 6/10/2024	As to amendments:	1	2	3
Susan	West	4487 Reilly	By limited power of attorney granted on: 6/21/2024	As to amendments:	1		
Mary Carmel Frances	Westlake	4363 Clarke	By limited power of attorney granted on: 7/8/2024	As to amendments:	1	2	3
Dolores	Wisk	4319 Reilly	By limited power of attorney granted on: 6/26/2024	As to amendments:	1	2	3
Michael	Withee	1143 Shadow	By limited power of attorney granted on: 6/11/2024	As to amendments:	1	2	3
Dawei	Yang	5414 Clarke	By limited power of attorney granted on: 7/12/2024	As to amendments:	1	2	3
Dongxiao	Zhu	1086 Shallowdale	By limited power of attorney granted on: 7/8/2024	As to amendments:	1	2	3
					170	165	154
					86.3%	83.8%	78.2%

THIS AGREEMENT is made this 6<sup>TH</sup> day of MARCH, 1974, by and between the CITY OF TROY, Oakland County, Michigan, 500 West Big Beaver Road, herein called the "City" and REL DEVELOPMENT CO., a Michigan Co-Partnership, of 4065 Rochester Road, Troy, Michigan 48064, herein called the "Developer."

WITNESSETH:

WHEREAS, the Developer is the owner of land as is set forth in Exhibit "A" hereto attached and made a part hereof.

WHEREAS, Section 35.20.00, Subdivision Open Space Plan, of the Troy Zoning Ordinance provides an optional method for the development of a subdivision with areas to be set aside for the benefit of lot owners therein while maintaining the maximum density requirements of the Zoning Ordinance, and

WHEREAS, the Developer wishes to develop the hereinabove described property under the provisions of said Section 35.20.00, such property to be subdivided and known as SHALLOWBROOK SUBDIVISION; and

WHEREAS, the Developer applied for approval under Section 35.20.00, for said SHALLOWBROOK SUBDIVISION at the time of the submission of the proposed plat and tentative approval has been granted by the City Council of the City of Troy as to the tentative plat and general plan of development; and

WHEREAS, the Developer wishes at this time to obtain final approval of the preliminary plat of SHALLOWBROOK SUBDIVISION; and

WHEREAS, it is now desirable that the Developer and the City enter into a binding contract relative to the details of development of said Subdivision and maintenance of the Open Space Area.

NOW, THEREFORE, in consideration of the final approval of the City Council of the preliminary plat of SHALLOWBROOK SUBDIVISION and of the mutual promises contained herein, the parties hereto agree as follows:

1. The Developer hereby dedicates and conveys to each of the lot owners of Lots 1 through 197, both inclusive, of SHALLOWBROOK SUBDIVISION, a right and easement of enjoyment in and to the area shown and designated upon the preliminary plat of SHALLOWBROOK SUBDIVISION as follows: SHALLOWBROOK PARK, 4.16 acres (Private Park) SHALLOWBROOK SUBDIVISION, hereinafter referred to as "Open Space Area" and hereby covenants for itself, its heirs and assigns that it will convey fee simple title to the Open Space Area to the Subdivision Association hereinafter described, free and clear of all encumbrances and liens, prior to the conveyance of the first lot in SHALLOWBROOK SUBDIVISION, at which time any and all responsibility and liability with respect to the property conveyed, including by way of illustration and not limitation, payment of taxes, assessments, and maintenance, shall cease and terminate as to the Developer and shall pass to and rest upon and be assumed by the Grantee Association and its members in accordance with the membership obligations as herein elsewhere set forth and in the Association's By-Laws, rules and regulations provided therefor.

2. Developer agrees to display an acknowledgement of this agreement, containing the Association's duties and responsibilities, with the Liber and Pages on which it was recorded in some conspicuous location in the place where said lots are being sold.

3. Developer agrees to supply each lot owner with a copy of this agreement and a schematic of the development plans for the Open Space Area (a copy of which is attached hereto and made a part hereof) at the time of entering into a purchase agreement.

*Rel dev. Co  
4065 Rochester Rd  
Troy, Mich 48064*

RECORDED  
INDEXED  
MAY 15 1974  
CLERK OF RECORDS  
MICHIGAN DEPARTMENT OF TREASURY

*1000  
1000*

4. Title to the Open Space Area shall be vested in the Association hereinafter described as Trustee for the benefit of the lot owners and subject to the right and easement of enjoyment in and to such Open Space Area by the lot owners. Such easement shall not be personal, but shall be considered to be appurtenant to said lots, which easement shall pass with the title to said lots whether specifically set forth in deeds to the lots or not.

5. Control and jurisdiction over the Open Space Area shall be vested in the Association of said lot owners to be known as the SHALLOWBROOK SUBDIVISION HOMEOWNERS ASSOCIATION and referred to herein as the "Association."

6. Such Association shall be organized as a non-profit corporation for a perpetual term under the laws of the State of Michigan. Such Association shall be incorporated by the Developer prior to the sale of any of the lots in SHALLOWBROOK SUBDIVISION but in any event within ninety (90) days following the recording of the final plat of SHALLOWBROOK SUBDIVISION.

7. Membership in the Association shall be mandatory for each lot owner and any successive owner of residential lots in SHALLOWBROOK SUBDIVISION.

(a) For the purposes of this agreement, a lot owner shall be defined as the owner of record as of January 1st of each year. A lot owner-occupant shall be defined as a lot owner who has also established a place of residence on a subject lot.

8. The Association shall be responsible for the proper maintenance of the Open Space Area and for compliance with this Agreement.

9. The By-Laws of the Association shall provide for a Board of Directors of not less than five (5) members, nor more than fifteen (15) members. Such Board of Directors may be appointed by the Developer until such time that not more than forty percent (40%) of the residential lots in said SHALLOWBROOK SUBDIVISION shall have been sold by the Developer. Thereafter the Board of Directors shall be elected by the lot owners.

10. The Association shall have the authority to establish rules, regulations, and policies for the betterment of the Association, including the authority to make and enforce regulations pertaining to the use and maintenance of the Open Space Area, which shall be binding upon the lot owners.

(a) Dues of the Association shall be no less than One Dollar (\$1.00) per year and no more than Five Dollars (\$5.00) per year for a lot owner; and no less than Ten Dollars (\$10.00) per year and no more than Twenty-Five Dollars (\$25.00) per year for a lot owner-occupant.

(b) Dues of the Association shall be collected prior to March 1, from all lot owners and lot owner-occupants of record as of January 1 of each year.

11. All residents of SHALLOWBROOK SUBDIVISION and guests accompanying said residents shall have equal access to the Open Space Area.

12. The Developer hereby consents that taxes assessed against the Open Space Area may be prorated among the lot owners and billed as a part of the taxes assessed to the individual lots.

13. In the event that the Association shall at any time fail to maintain the Open Space Area in reasonable order and condition, the City may serve written notice upon the Association or upon said lot owners setting forth the manner in which the Association has failed to maintain the Open Space Area in reasonable condition and said notice shall include a demand that deficiencies of maintenance be cured within ten (10) days thereof.

14. If the deficiencies set forth in the notice or in the modifications thereof shall not be cured within ten (10) days or any extension thereof, the City, in order to preserve the taxable values of the properties within SHALLOW-BROOK SUBDIVISION and to prevent the Open Space Area from becoming a public nuisance, may enter upon said Open Space Area and maintain the same until the Association is able to do so. Said maintenance by the City shall not constitute a taking of the Open Space Area nor vest in the public any right to use the same.

15. When it is determined that the Association is ready to maintain the Open Space Area in reasonable condition, the City shall cease to maintain the same.

16. The cost of such maintenance by the City shall be charged to the Association, and if not paid, shall be assessed equally against all properties within SHALLOWBROOK SUBDIVISION and shall become a lien on said properties.

17. The City at the time of entering upon said Open Space Area for the purpose of maintenance shall notify the Association of said act by registered letter.

18. Notwithstanding any other provision of this Agreement, the Developer reserves the right to grant easements within the Open Space Area for the installation, repair and maintenance of water mains, sewers, drainage courses and other public utilities, subject to the approval of the City, provided that such utilities shall be installed in such manner as to minimize damage to the natural features of the Open Space Area.

19. The Developer will submit to the City a certain declaration of restrictions which will be subject to approval by the City and which will be recorded and will constitute restrictions running with the land and applicable to said SHALLOW-BROOK SUBDIVISION.

20. The parties hereto make this Agreement on behalf of themselves, their heirs, successors and assigns and hereby warrant that they have the authority and capacity to make this contract.

21. These covenants are to run with the land and shall be binding on the parties hereto, their heirs, devisees, representatives, until the City and seventy-five percent (75%) of the owners of said lots in this Subdivision by an instrument in writing recorded in the Office of the Register of Deeds for Oakland County, Michigan, agree to cancel, alter, amend, or modify this Agreement.

22. Invalidation of any one or more of these covenants by judgment, decree or order of any court shall in no wise affect any of the other provisions which shall remain in full force and effect.

23. In the event of the violation or attempted violation of any of the covenants herein, it shall be lawful for any person or persons owing any interest in said land to prosecute any proceeding at law or in equity against the person or persons so violating or attempting to violate such covenant and either prevent or enjoin such violation or recover damages therefor. City retains the right, but not the obligation, to enforce these covenants.

24. The Developer agrees that at such time as any two lots, or more, are sold to a builder, the Developer will obtain from such builder an acknowledgment that the latter will comply with the provisions of Paragraphs 2 and 3 of this Agreement. A notarized copy of said acknowledgment shall be submitted to the City.

IN WITNESS WHEREOF, the respective parties have hereunto affixed their hands and seals the day and year first above written.

Witnesseth:

CITY OF TROY, a Michigan Municipal Corporation

Irma Bailey  
IRMA BAILEY

By Julio R. Famularo  
Julio R. Famularo, Mayor

Frances H Teasdale  
FRANCES H TEASDALE

By Kenneth L. Courtney  
Kenneth L. Courtney, Clerk

Donna M Pinner  
DONNA M PINNER

REL DEVELOPMENT CO., a Michigan Co-Partnership

Luella Loisel  
LUELLEN LOISEL

By Great Lakes  
ATTORNEY IN FACT



EXHIBIT "A"  
SHALLOWBROOK SUBDIVISION

A part of the West 1/2 of Section 14, T 2 N, R 11 E, City of Troy, Oakland County, Michigan, and containing Lots 1 through 197 and 68.22 acres in part being a replat of a portion of Lots 9 through 13 in "Square Acres Sub." as recorded in Liber 14, Page 49, Oakland County, Michigan Records, and in part being a replat of a portion of Lots 37 through 39 and all of Lots 40 through 43 in "Square Acres Sub. No. 1" as recorded in Liber 44, Page 48, Oakland County, Michigan Records, more particularly described as: Beginning at a point on the West line of said Section 14, being N 00° 36' 20" W, 219.59 feet along said West line from the West 1/4 corner of said Section 14; thence continuing along said West line N 00° 36' 20" W, 172.41 feet; thence S 89° 47' 15" E, 255.00 feet; thence along a curve to the left 70.26 feet, said curve having a radius of 450.00 feet, central angle of 08° 56' 47" and long chord bearing N 85° 44' 22" E, 70.19 feet; thence N 00° 36' 20" W, 265.45 feet to a point on the Southerly line of "Rochester Road Farms Sub." as recorded in Liber 60, Page 22, Oakland County, Michigan Records; thence S 89° 42' 41" E, 1661.48 feet along the southerly line of said "Rochester Road Farms Sub."; thence S 00° 39' 31" E, 661.06 feet; thence S 89° 46' 36" E, 637.11 feet to a point on the westerly right-of-way line of Eleanor Avenue; thence S 00° 18' 48" E, 710.83 feet along said westerly right-of-way line; thence N 89° 52' 42" W, 165.00 feet; thence S 00° 18' 48" E, 152.00 feet; thence N 89° 52' 42" W, 214.34 feet; thence S 00° 35' 30" E, 7.81 feet; thence N 89° 52' 42" W, 524.22 feet; thence N 00° 35' 30" W, 12.00 feet; thence N 80° 16' 15" W, 227.67 feet; thence S 00° 35' 30" E, 82.19 feet; thence N 89° 52' 42" W, 170.00 feet; thence S 00° 35' 30" E, 250.00 feet to a point on the northerly right-of-way line of Lamb Road; thence N 89° 52' 42" W, 453.22 feet along said northerly right-of-way line; thence N 00° 35' 30" W, 282.00 feet; thence N 89° 52' 42" W, 125.00 feet; thence N 00° 35' 30" W, 300.19 feet; thence N 89° 52' 42" W, 68.32 feet; thence N 00° 36' 30" W, 120.00 feet; thence N 89° 52' 42" W, 115.68 feet; thence N 00° 36' 58" W, 454.49 feet; thence N 89° 47' 15" W, 235.00 feet; thence N 00° 35' 59" W, 219.51 feet; thence N 89° 47' 15" W, 375.00 feet to the point of beginning.

L 6398 P 109

SHALLOWBROOK PARK DESCRIPTION

A part of the West 1/2 of Section 14, T 2 N, R 11 E, City of Troy, Oakland County, Michigan, and containing 4.16 acres in part being a replat of a portion of Lots 41 and 42 in "Square Acres Sub. No. 1" as recorded in Liber 44, Page 48, Oakland County, Michigan Records, more particularly described as: Beginning at a point being N 00° 36' 20" W, 392.00 feet along the West line of said Section 14, and S 89° 47' 15" E, 255.00 feet, and along a curve to the left 70.26 feet, said curve having a radius of 450.00 feet, central angle of 08° 56' 47" and long chord bearing N 85° 44' 22" E, 70.19 feet, and N 00° 36' 20" W, 265.45 feet to a point on the southerly line of "Rochester Road Farms Sub." as recorded in Liber 60, Page 22, Oakland County, Michigan Records, and S 89° 42' 41" E, 1661.48 feet along the southerly line of said "Rochester Road Farms Sub." and S 00° 39' 31" E, 661.06 feet to a point on the E-W 1/4 line of said Section 14, and also being the northerly line of Lot 41 of said "Square Acres Sub. No. 1," from the West 1/4 corner of said Section 14; thence S 89° 46' 36" E, 442.10 feet along said E-W 1/4 line and said northerly line of Lot 41; thence S 00° 18' 48" E, 269.97 feet; thence N 89° 52' 42" W, 104.99 feet; thence S 00° 07' 18" W, 120.00 feet; thence N 89° 52' 42" W, 20.00 feet; thence N 00° 07' 18" E, 120.00 feet; thence N 89° 52' 42" W, 397.54 feet; thence along a curve to the right 220.32 feet, said curve having a radius of 140.00 feet, central angle of 90° 10' 01" and long chord bearing N 44° 47' 42" W, 198.28 feet; thence N 00° 17' 19" E, 125.59 feet; thence N 89° 42' 41" W, 120.00 feet; thence N 00° 17' 19" E, 20.00 feet; thence S 89° 42' 41" E, 120.00 feet; thence S 85° 52' 34" E, 218.49 feet to the point of beginning. Subject to an easement for Southeastern Michigan Gas Company over the northerly 35 to 40 feet of the above described parcel.





500 West Big Beaver  
Troy, MI 48084  
troymi.gov



J-08

## CITY COUNCIL AGENDA ITEM

Date: November 1, 2024

To: Frank Nastasi, City Manger

From: Robert J. Bruner, Deputy City Manager  
G. Scott Finlay, City Engineer  
Larysa Figol, Sr. Right-of-Way Representative

Subject: Request for Acceptance of a Permanent Easement from Abdur Rahman, Sidwell #88-20-36-100-071 and #88-20-36-100-072

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### **History**

As part of the redevelopment of two residential properties zoned R-1E, One Family Residential, the City of Troy received a permanent easement for storm sewers and surface drainage from Abdur Rahman owner of the parcels having Sidwell #88-20-36-100-071 and #88-20-36-100-072. The parcels are located in the northwest  $\frac{1}{4}$  of Section 36, adjacent to Milverton Park at Maple and Milverton roads.

### **Financial**

The consideration amount on the document is \$1.00.

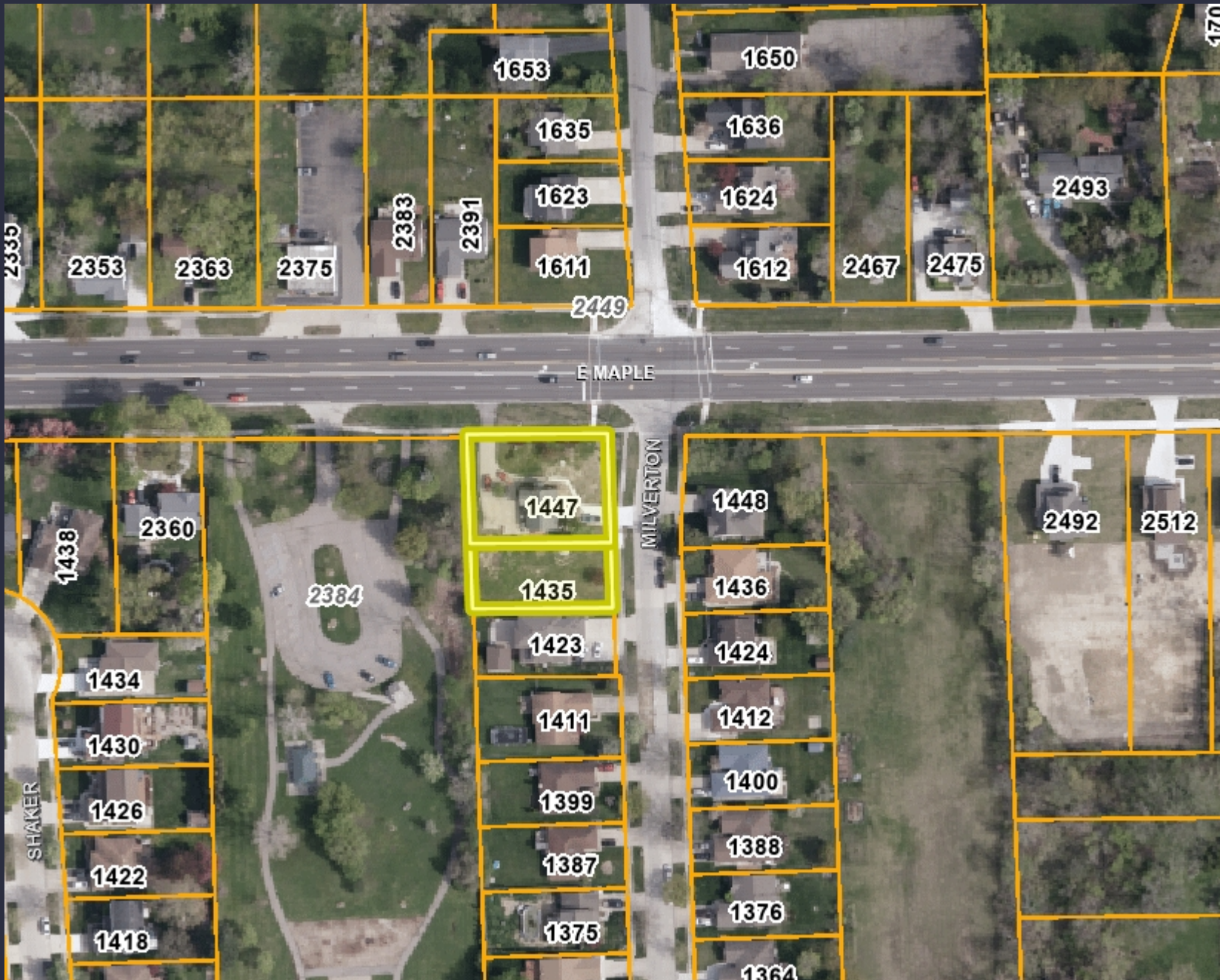
### **Recommendation**

City Management recommends that City Council accept the attached permanent easement consistent with our policy of accepting easements for improvement and development purposes.



# GIS Online

Legend:



Notes:  
 #88-20-36-100-071 & 072  
 Rahman, Abdur  
 Storm Sewers & Surface  
 Drainage Easement

Map Scale: 1=178  
 Created: November 1, 2024



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

**PERMANENT EASEMENT  
FOR STORM SEWERS AND SURFACE DRAINAGE**

Sidwell #88-20-36-100-071 & 072 (pt)

**Abdur Rahman**, a married man, Grantor, whose address is 2400 East Maple Road, Troy, MI 48083, for and in consideration of the sum of: One and no/100 Dollar (\$1.00) paid by the **CITY OF TROY**, a Michigan municipal corporation, Grantee, whose address is 500 West Big Beaver Road, Troy, Michigan, 48084 grants to the Grantee the right to access, construct, reconstruct, modify, operate, maintain, repair, upgrade, improve, inspect, enlarge or remove and/or replace **storm sewers and surface drainage**, said easement for land situated in the City of Troy, Oakland County, Michigan described as:

The West 12 feet of the following described parcel:

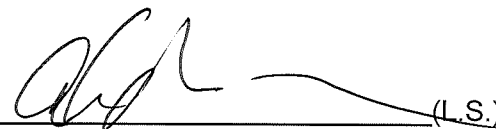
A parcel of land located in and being part of the NW ¼ of Section 36, Town 2 North, Range 11 East, and being more particularly described as: commencing at a point being distance North 89 degrees 39 minutes 40 seconds West, 362.40 feet and south 01 degrees 04 minutes 09 seconds East, 50.02 feet from the North ¼ corner; thence south 01 degrees 04 minutes 09 seconds East 160.51 feet; thence North 89 degrees 39 minutes 17 seconds West, 129.59 feet; thence North 01 degrees 11 minutes 00 seconds West 160.50 feet; thence South 89 degrees 39 minutes 40 seconds East, 129.91 feet to the point of beginning

and to enter upon sufficient land adjacent to said improvement(s) for the purpose of the construction, operation, maintenance, repair and/or replacement thereof.

The premises so disturbed by the exercise of any of the foregoing powers shall be reasonably restored to its original condition by the Grantee.

This instrument shall be binding upon and inure to the benefit of the parties hereto, their heirs, representatives, successors and assigns and the covenants contained herein shall run with the land.


IN WITNESS WHEREOF, the undersigned hereunto affixed 1 signature(s) this 31<sup>st</sup> day of October A.D. 2024.

By  (L.S.)  
Abdur Rahman

STATE OF MICHIGAN     )  
COUNTY OF OAKLAND    )

The foregoing instrument was acknowledged before me this 31<sup>st</sup> day of October, 2024, by Abdur Rahman. a married man.

**Merissa Clark**  
Notary Public - State of Michigan  
County of Macomb  
My Commission Expires April 25, 2029  
Acting in the County of Oakland

  
\*  
Notary Public, \_\_\_\_\_ County, Michigan  
My Commission Expires \_\_\_\_\_  
Acting in \_\_\_\_\_ County, Michigan

Prepared by: Larysa Figol, SRWA  
City of Troy  
500 W. Big Beaver Road  
Troy, MI 48084

Return to: City Clerk  
City of Troy  
500 W. Big Beaver Road  
Troy, MI 48084



500 West Big Beaver  
Troy, MI 48084  
troymi.gov



J-09

## CITY COUNCIL AGENDA ITEM

Date: October 31, 2024

To: Frank Nastasi, City Manager

From: Robert J. Bruner, Deputy City Manager  
G. Scott Finlay, City Engineer  
Larysa Figol, Sr. Right-of-Way Representative

Subject: Request for Acceptance of Two Permanent Easements from GFA Development, Inc., Sidwell #88-20-22-401-024 and #88-20-22-401-082

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### **History**

As part of the redevelopment of two residential properties zoned R-1C, One Family Residential, the City of Troy received two permanent easements for sidewalks from GFA Development, Inc., owner of the parcels having Sidwell #88-20-22-401-024 and #88-20-22-401-082. The parcels are located in southeast  $\frac{1}{4}$  of Section 22, on Vanderpool west of Rochester Road.

### **Financial**

The consideration amount on each document is \$1.00.

### **Recommendation**


City Management recommends that City Council accept the attached permanent easements consistent with our policy of accepting easements for improvement and development purposes.

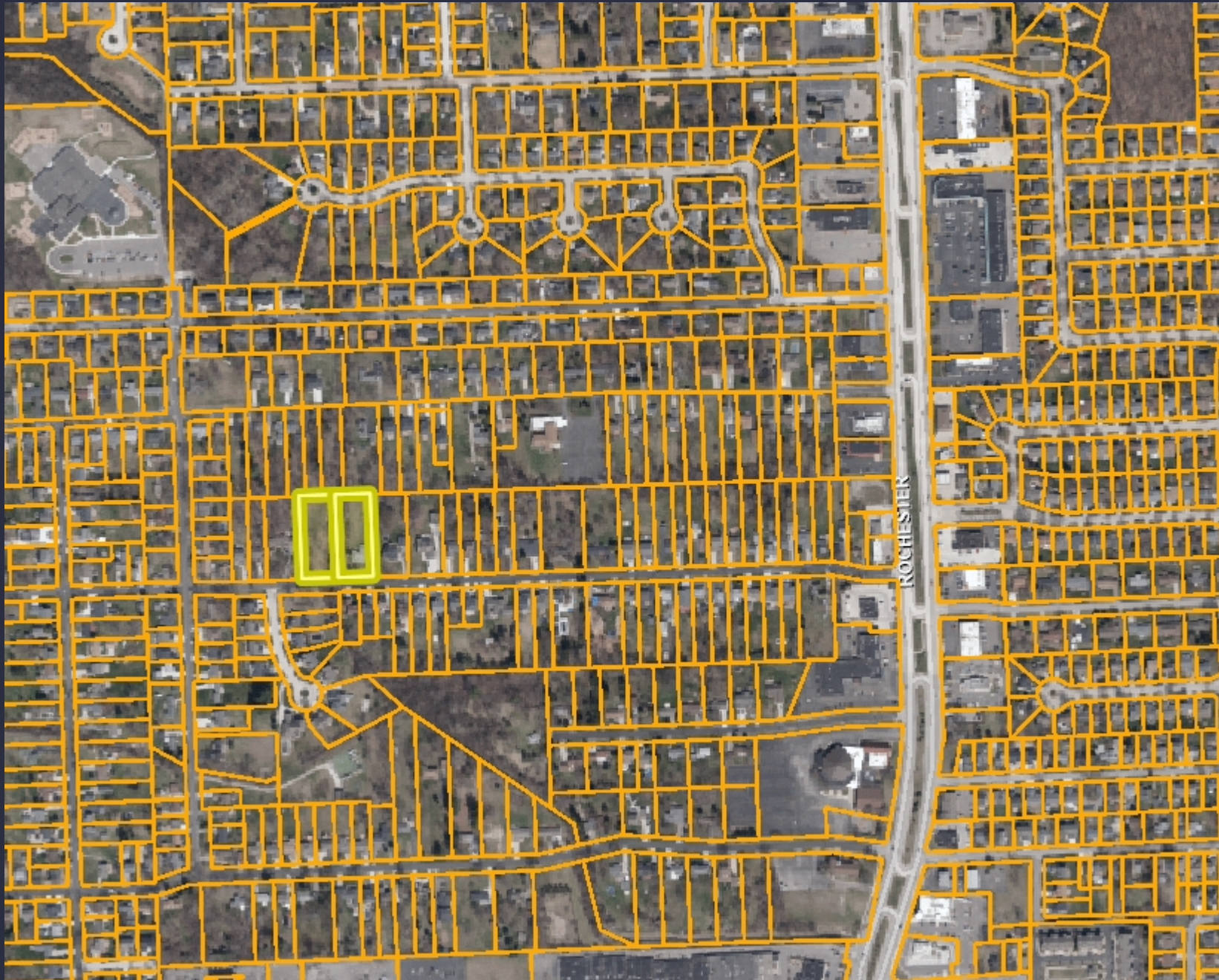




# GIS Online

Legend:

 Tax Parcel



Notes:

#882022401024 & 082  
GFA Development, Inc.  
Sidewalk Easements

Map Scale: 1=712

Created: November 1, 2024



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

**PERMANENT EASEMENT  
FOR SIDEWALKS**

Sidwell #88-20-22-401-024 (pt of)

**GFA DEVELOPMENT, INC.**, a Michigan corporation, Grantor, whose address 3301 Mirage Drive, Troy, MI 48083, for and in consideration of the sum of: One and no/100 Dollar (\$1.00) paid by the **CITY OF TROY**, a Michigan municipal corporation, Grantee, whose address is 500 West Big Beaver Road, Troy, Michigan, 48084 grants to the Grantee the right to access, construct, reconstruct, modify, operate, maintain, repair, upgrade, improve, inspect, enlarge or remove and/or replace **sidewalks**, said easement for land situated in the City of Troy, Oakland County, Michigan described as:

The South 5.00 feet and West 10.00 feet of the following described parcel:

Lot 18, Supervisors Plat No. 17, as recorded in Liber 28 Page 36 of Plats, Oakland County Records


and to enter upon sufficient land adjacent to said improvement(s) for the purpose of the construction, operation, maintenance, repair and/or replacement thereof.

The premises so disturbed by the exercise of any of the foregoing powers shall be reasonably restored to its original condition by the Grantee.

This instrument shall be binding upon and inure to the benefit of the parties hereto, their heirs, representatives, successors and assigns and the covenants contained herein shall run with the land.

IN WITNESS WHEREOF, the undersigned hereunto affixed 1 signature(s) this 31<sup>st</sup> day of October A.D. 2024.

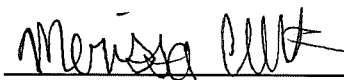
GFA Development, Inc.,  
a Michigan corporation

By  (L.S.)  
Gary Abitheira  
Its: President

STATE OF MICHIGAN )  
COUNTY OF Oakland )

The foregoing instrument was acknowledged before me this 31<sup>st</sup> day of October, 2024, by Gary Abitheira, President of GFA Development, Inc., a Michigan corporation, on behalf of the corporation.

**Merissa Clark**  
Notary Public - State of Michigan  
County of Macomb  
My Commission Expires April 25, 2029  
Acting in the County of Oakland

  
\*  
Notary Public, \_\_\_\_\_ County, Michigan  
My Commission Expires \_\_\_\_\_  
Acting in \_\_\_\_\_ County, Michigan

Prepared by: Larysa Figol, SR/WA  
City of Troy  
500 W. Big Beaver Road  
Troy, MI 48084

Return to: City Clerk  
City of Troy  
500 W. Big Beaver Road  
Troy, MI 48084

**PERMANENT EASEMENT  
FOR SIDEWALKS**

Sidwell #88-20-22-401-082 (pt of)

**GFA DEVELOPMENT, INC.**, a Michigan corporation, Grantor, whose address 3301 Mirage Drive, Troy, MI 48083, for and in consideration of the sum of: One and no/100 Dollar (\$1.00) paid by the **CITY OF TROY**, a Michigan municipal corporation, Grantee, whose address is 500 West Big Beaver Road, Troy, Michigan, 48084 grants to the Grantee the right to access, construct, reconstruct, modify, operate, maintain, repair, upgrade, improve, inspect, enlarge or remove and/or replace **sidewalks**, said easement for land situated in the City of Troy, Oakland County, Michigan described as:

The South 5.00 feet and West 10.00 feet of the following described parcel:

Lot 19 and the East 3.00 feet of Lot 20, Supervisors Plat No. 17, as recorded in Liber 28 Page 36 of Plats, Oakland County Records

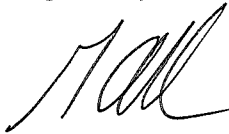
and to enter upon sufficient land adjacent to said improvement(s) for the purpose of the construction, operation, maintenance, repair and/or replacement thereof.

The premises so disturbed by the exercise of any of the foregoing powers shall be reasonably restored to its original condition by the Grantee.

This instrument shall be binding upon and inure to the benefit of the parties hereto, their heirs, representatives, successors and assigns and the covenants contained herein shall run with the land.

IN WITNESS WHEREOF, the undersigned hereunto affixed 1 signature(s) this 31<sup>st</sup> day of October A.D. 2024.

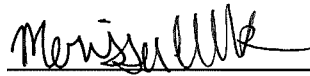
GFA Development, Inc.,  
a Michigan corporation

By  (L.S.)  
Gary Abitheira  
Its: President

STATE OF MICHIGAN )  
COUNTY OF Oakland )

The foregoing instrument was acknowledged before me this 31<sup>st</sup> day of October, 2024, by Gary Abitheira, President of GFA Development, Inc., a Michigan corporation, on behalf of the corporation.

**Merissa Clark**  
Notary Public - State of Michigan  
County of Macomb  
My Commission Expires April 25, 2029  
Acting in the County of Oakland

  
\*  
Notary Public, \_\_\_\_\_ County, Michigan  
My Commission Expires \_\_\_\_\_  
Acting in \_\_\_\_\_ County, Michigan

Prepared by: Larysa Figol, SR/WA  
City of Troy  
500 W. Big Beaver Road  
Troy, MI 48084

Return to: City Clerk  
City of Troy  
500 W. Big Beaver Road  
Troy, MI 48084



500 West Big Beaver  
Troy, MI 48084  
troymi.gov



J-10

## CITY COUNCIL AGENDA ITEM

Date: November 1, 2024

To: Frank Nastasi, City Manager

From: Robert J. Bruner, Deputy City Manager  
Brent Savidant, Community Development Director  
G. Scott Finlay, City Engineer  
Larysa Figol, Sr. Right-of-Way Representative

Subject: Request for Acceptance of a Permanent Easement from Troy Sports Center, LLC, Sidwell #88-20-23-476-011

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### **History**

As part of the redevelopment of a commercial site currently zoned CB (Community Business) located in the southeast  $\frac{1}{4}$  of Section 23 on the north side of Big Beaver Road, west of John R, the City of Troy received a permanent easement for water mains from Troy Sports Center, LLC, owner of the property having Sidwell #88-20-23-476-011.

Plans were submitted to refurbish a former bank to a Starbucks Coffee drive-through site. The Planning Commission granted Special Use and Preliminary Site Plan approval at their July 23, 2024 meeting.

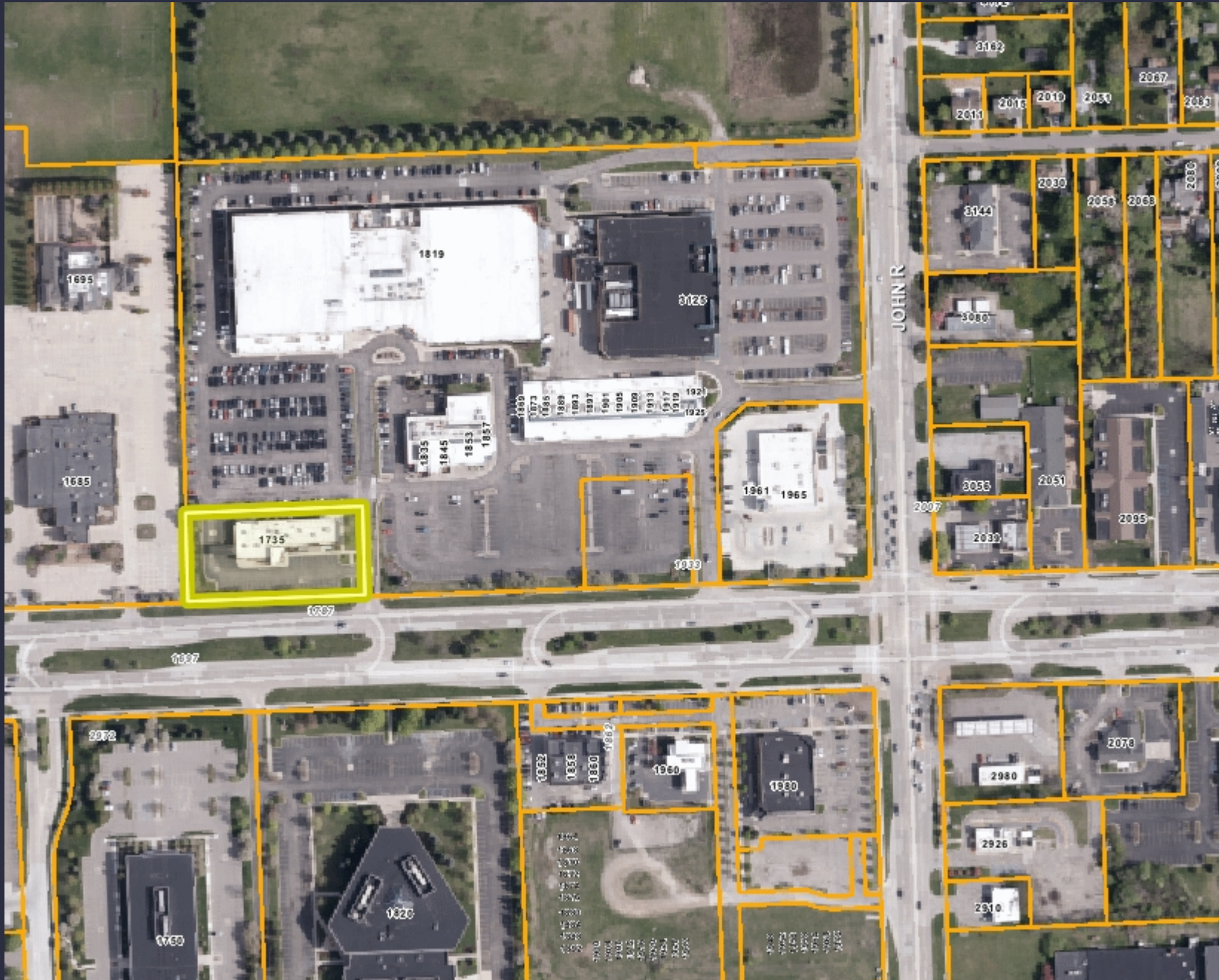
### **Financial**

The consideration amount on this document is \$1.00.

### **Recommendation**

City Management recommends that City Council accept the attached permanent easement consistent with our policy of accepting easements for development and improvement purposes.





Notes:  
#88-20-23-476-011  
Starbucks  
Watermain Easements



**PERMANENT EASEMENT  
FOR WATERMAINS**

Sidwell #88-20-23-476-011 (pt)

**TROY SPORTS CENTER PROPERTIES, LLC**, a Michigan limited liability company, Grantor(s), whose address 1819 East Big Beaver, Troy, MI 48083, for and in consideration of the sum of: One and no/100 Dollar (\$1.00) paid by the **CITY OF TROY**, a Michigan municipal corporation, Grantee, whose address is 500 West Big Beaver Road, Troy, Michigan, 48084 grant(s) to the Grantee the right to access, construct, reconstruct, modify, operate, maintain, repair, upgrade, improve, inspect, enlarge or remove and/or replace **watermains**, said easement for land situated in the City of Troy, Oakland County, Michigan described as:

SEE EXHIBITS "A" and "B" ATTACHED HERETO AND BY REFERENCE MADE A PART OF


and to enter upon sufficient land adjacent to said improvement(s) for the purpose of the construction, operation, maintenance, repair and/or replacement thereof.

The premises so disturbed by the exercise of any of the foregoing powers shall be reasonably restored to its original condition by the Grantee.

This instrument shall be binding upon and inure to the benefit of the parties hereto, their heirs, representatives, successors and assigns and the covenants contained herein shall run with the land.

IN WITNESS WHEREOF, the undersigned hereunto affixed \_\_\_\_\_ signature(s) this 31<sup>st</sup> day of October A.D. 2024.

TROY SPORTS CENTER PROPERTIES, LLC  
a Michigan limited liability company

By  (L.S.)  
\*Dennis K. Bostick  
Its: Manager

*[Acknowledgment on Following page]*

STATE OF MICHIGAN     )  
COUNTY OF OAKLAND    )

The foregoing instrument was acknowledged before me this 31st day of October, 2024, by Dennis K. Bostick, Manager of Troy Sport Center Properties, LLC, a Michigan limited liability company, on behalf of the company.

EWA LEAHY  
NOTARY PUBLIC – STATE OF MICHIGAN  
COUNTY OF MACOMB  
My Commission Expires March 10, 2027  
Acting in the County of Macomb

Ewa Leahy  
\*  
Notary Public, Macomb County, Michigan  
My Commission Expires March 10, 2027  
Acting in Macomb County, Michigan

Prepared by: Larysa Figol, SR/WA  
City of Troy  
500 W. Big Beaver Road  
Troy, MI 48084

Return to: City Clerk  
City of Troy  
500 W. Big Beaver Road  
Troy, MI 48084

EXHIBIT "B"

**WATER MAIN EASEMENT**

**LEGAL DESCRIPTIONS**

PARENT PARCEL ID 88-20-23-476-011  
Land in the City of Troy, Oakland County, Michigan, described as follows:

T2N, R11E, SEC 23 LASIER GARDENS SUB LOTS 35 & 36 EXC S 49 FT TAKEN FOR BIG BEAVER RD, ALSO VAC BELLINGHAM ST ADJ TO SAME, ALSO W 1/2 OF VAC BRONX AVE ADJ TO SAME

**WATER MAIN EASEMENT**

A 20-FOOT WIDE EASEMENT FOR WATER MAIN OVER PARCEL 88-20-23-476-011, INCLUDING PART OF LOT 35 AND 36 OF "LASIER GARDENS SUBDIVISION" RECORDED IN L.34, P.10 (OCR) AND VACATED BELLINGHAM STREET AND THE WEST HALF OF VACATED BRONX AVENUE, IN A PART OF THE SOUTHEAST 1/4 OF SECTION 23, TOWN 02 NORTH, RANGE 11 EAST, CITY OF TROY, OAKLAND COUNTY, MICHIGAN DESCRIBED AS:

COMMENCING AT THE SOUTHEAST CORNER OF SAID SECTION 23, THENCE ALONG THE SOUTH LINE OF SAID SECTION S89°52'37"W 1317.17 FEET; THENCE N00°19'40"E, 138.51 FEET ALONG THE WEST LINE OF SAID "LASIER GARDENS SUBDIVISION" TO THE POINT OF BEGINNING OF THE CENTERLINE OF THIS 20-FT WIDE EASEMENT FOR WATER MAIN; THENCE ALONG SAID CENTERLINE S89°37'57"E, 46.64 FEET; THENCE CONTINUING ALONG SAID CENTERLINE S00°22'03"W, 16.00 FEET TO THE POINT OF ENDING OF THE CENTERLINE OF THIS WATER MAIN EASEMENT.

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**TROY SPORTS  
CENTER, LLC**  
803 W. BIG BEAVER ROAD, SUITE 100  
TROY, MICHIGAN 48064

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**SHEET 2 OF 2**  
OCTOBER 24, 2024  
23-0922

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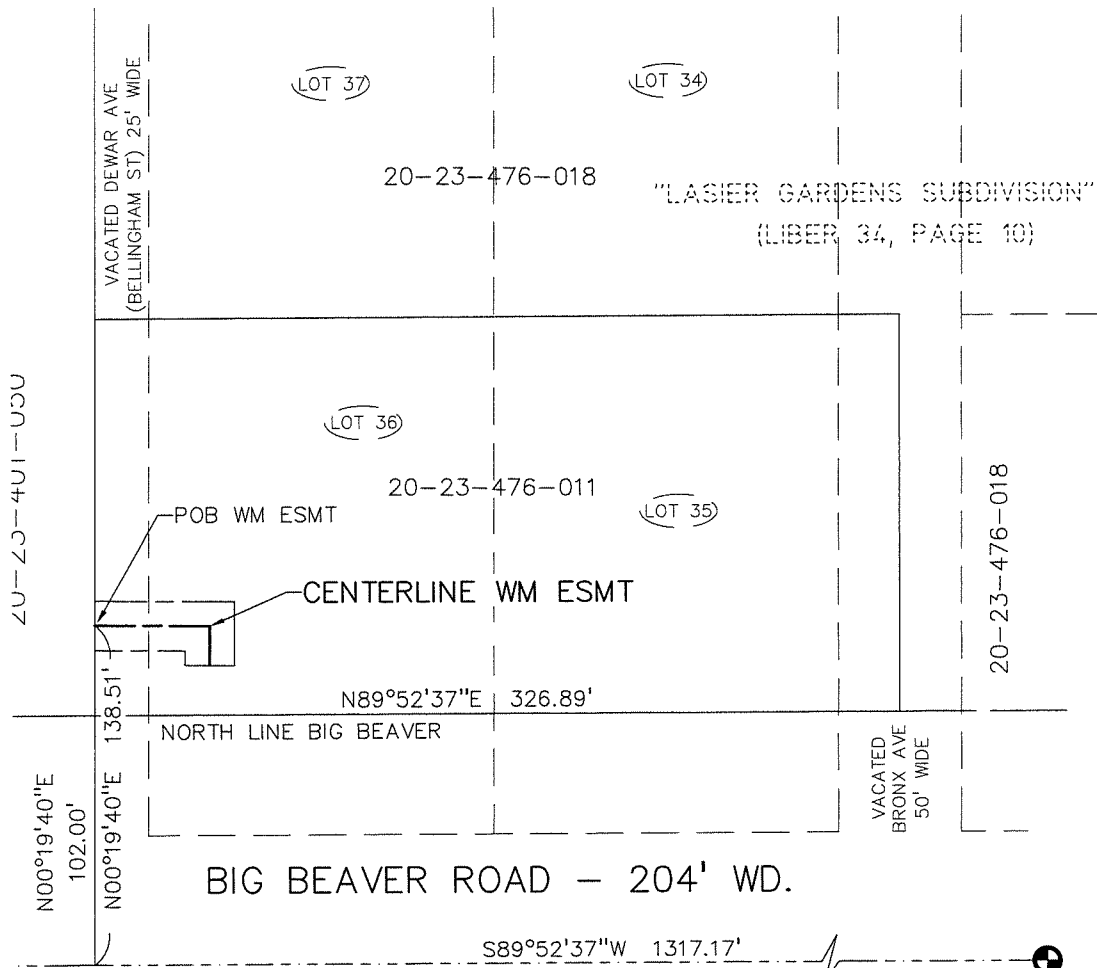
**PEA  
GROUP**

t: 844.813.2949  
www.peagroup.com

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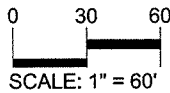
EXHIBIT "A"

**WATER MAIN EASEMENT**



BASIS OF BEARINGS  
RELATED TO THE SOUTH  
LINE OF RAINTREE  
VILLAGE SUB. No. 1

SE CORNER  
SECTION 23  
T.02N., R.11E.  
CITY OF TROY  
OAKLAND CO., MI



**TROY SPORTS  
CENTER, LLC**  
803 W. BIG BEAVER ROAD, SUITE 100  
TROY, MICHIGAN 48064

**SHEET 1 OF 2**  
OCTOBER 24, 2024  
23-0922

**PEA  
GROUP**

t 844.813.2949  
www.peagroup.com



500 West Big Beaver  
Troy, MI 48084  
troymi.gov

## CITY COUNCIL AGENDA ITEM

Date: November 6, 2024

To: Frank Nastasi, City Manager

From: Robert J. Bruner, Deputy City Manger  
Robert Maleszyk, Chief Financial Officer  
Kyle Vieth, Controller  
G. Scott Finlay, City Engineer  
Larysa Figol, Sr. Right-of-Way Representative

Subject: Request for Acceptance of a Permanent Easement, Rochester Road, Barclay to Trinway, Project No. 02.206.5, Sidwell #88-20-11-351-012, 1379 Comstock Street, LLC

---

### **History**

In connection with the proposed improvements to Rochester Road from Barclay to Trinway, 1379 Comstock Street, LLC, owners of the property identified by Sidwell #88-20-11-351-012, granted to the City of Troy a permanent easement for Public Utilities and Public Service Facilities. The compensation amount is \$13,058.00.

The property is zoned R-1C, One Family Residential. Currently the property operates as a day care facility, an allowable use in R-1C zoning.

### **Financial**

An appraisal report was prepared by Andrew Boettcher, a State of Michigan Certified Real Estate Appraiser. The report was reviewed by Kimberly Harper, Deputy City Assessor and a State of Michigan Licensed Appraiser. Staff believes the amount of \$13,058.00 is a justifiable compensation amount. Eighty percent of this cost will be reimbursed from Federal funds.

The City of Troy share is available in the 2024 Capital Projects Fund, Project Code 2022CG0002, Account #401.449.202.989.022065-Public Works Construction Rochester from Barclay to Trinway.

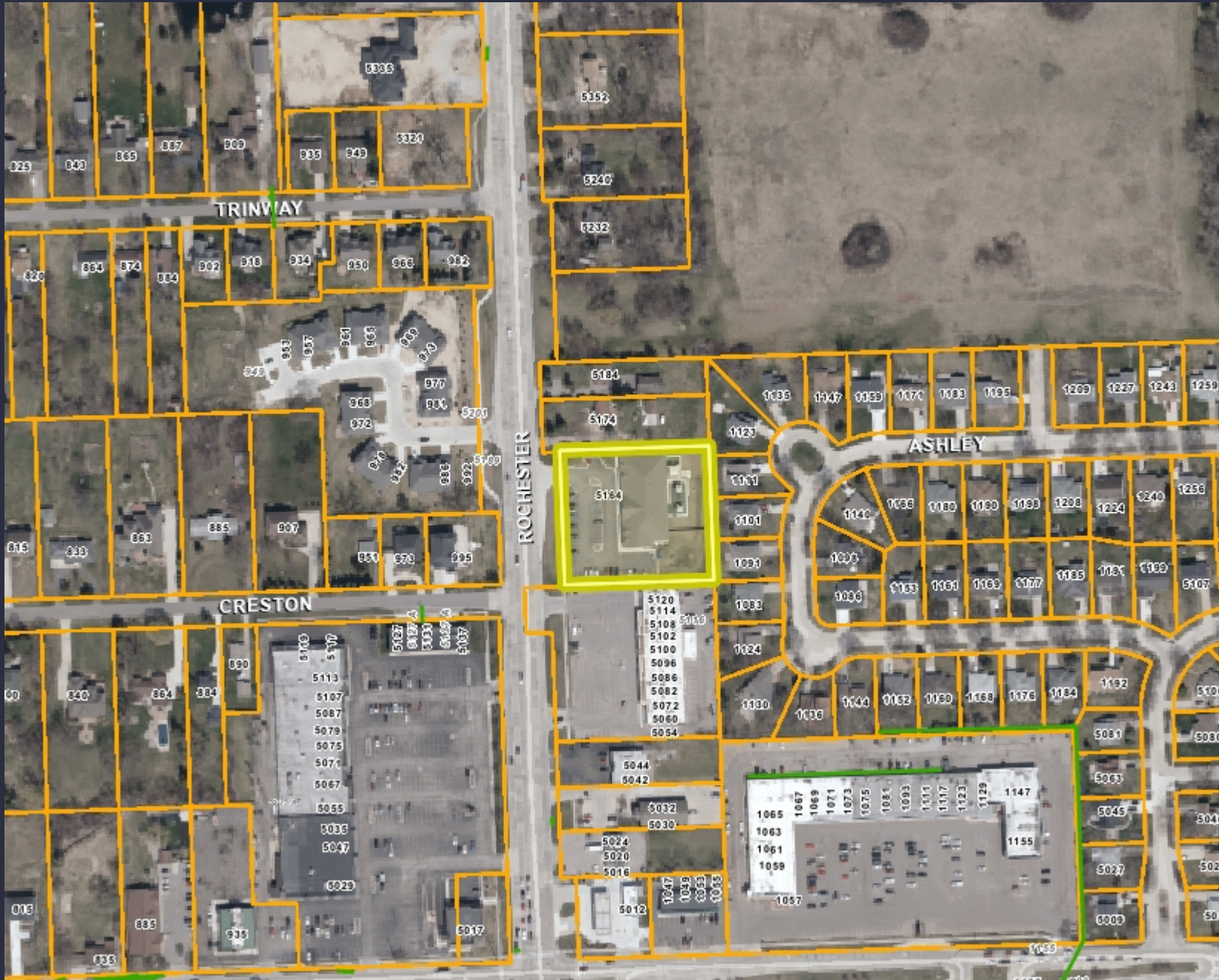
### **Recommendation**

Staff recommends that City Council accept the permanent easement with a compensation amount of \$13,058.00 and to approve closing and recording costs not to exceed \$8,000.00.

### **Legal Review**

This item was submitted to the City Attorney for review pursuant to City Charter Section 3.17.





Notes:

#88-20-11-351-012  
 1379 Comstock Street, LLC  
 RR #02.206.5, Permanent  
 Easement



PERMANENT EASEMENT  
FOR PUBLIC UTILITIES &  
PUBLIC SERVICE FACILITIES

Sidwell #88-20-11-351-012  
Resolution #

1379 Comstock Street, LLC, a Michigan Limited Liability Company, whose address is 6355 E. Paris SE, Caledonia, MI 49316 for and in consideration of the sum of: Thirteen Thousand, Fifty-Eight and 00/100 Dollar (\$13,058) paid by the CITY OF TROY, a Michigan Municipal Corporation, Grantee, whose address is 500 West Big Beaver Road, Troy, Michigan, grants to the Grantee the right to access, construct, reconstruct, modify, operate, maintain, repair, upgrade, improve, inspect, enlarge or remove and/or replace **public utilities and public service facilities**, said easement for land situated in the City of Troy, Oakland County, Michigan described as:

SEE UTILITY EASEMENT DESCRIPTIONS ON EXHIBITS "A" AND "B" ATTACHED HERETO  
AND BY REFERENCE MADE A PART HEREOF

and to enter upon sufficient land adjacent to said improvement(s) for the purpose of the construction, operation, maintenance, repair, grading and/or replacement thereof.

The premises so disturbed by the exercise of any of the foregoing powers shall be reasonably restored to its original condition by the Grantee.

This instrument shall be binding upon and inure to the benefit of the parties hereto, their heirs, representatives, successors and assigns and the covenants contained herein shall run with the land.

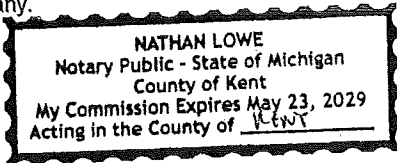
IN WITNESS WHEREOF, the undersigned hereunto affixed 1 signature(s)  
this 1<sup>st</sup> day of November, 2024.

1379 COMSTOCK STREET, LLC, a Michigan  
Limited Liability Company

[Signature] (L.S.)  
\* Greg Kerkstra, Managing Member

STATE OF MICHIGAN )  
COUNTY OF KENT )

The foregoing instrument was acknowledged before me this 1<sup>st</sup> day of November, 2024,  
by Greg Kerstra, Managing Member of 1379 Comstock Street, LLC, a Michigan Limited Liability  
Company.



[Signature]  
\*  
Notary Public, Kent County, Michigan  
My Commission Expires MAY 23, 2029  
Acting in Kent County, Michigan

Prepared by: Patricia Petitto, SRWA, RW-RAC  
City of Troy  
500 W. Big Beaver Road  
Troy, MI 48084

Return to: City Clerk  
City of Troy  
500 W. Big Beaver Road  
Troy, MI 48084

PLEASE SIGN IN BLUE INK AND PRINT OR TYPE NAMES IN BLACK INK UNDER SIGNATURES



UTILITY EASEMENT

**EXHIBIT "A"**  
PARCEL 81

DESCRIPTION TAKEN FROM OAKLAND COUNTY RECORDS.

**PARENT PROPERTY DESCRIPTION**

PARCEL ID: 20-11-351-012

PROPERTY LOCATED IN THE CITY OF TROY, COUNTY OF OAKLAND, STATE OF MICHIGAN

PART OF THE SOUTHWEST 1/4 OF SECTION 11, TOWN 2 NORTH, RANGE 11 EAST; BEGINNING AT A POINT DISTANT NORTH 00 DEGREES 17 MINUTES 00 SECONDS WEST, 660 FEET FROM THE SOUTHWEST SECTION CORNER; THENCE NORTH 00 DEGREES 17 MINUTES 00 SECONDS WEST 330 FEET; THENCE EAST 350 FEET; THENCE SOUTH 00 DEGREES 17 MINUTES 00 SECONDS EAST 330.00 FEET; THENCE WEST 350.00 FEET TO THE POINT OF BEGINNING, . EXCEPT THE SOUTH 83.70 FEET THEREOF; ALSO EXCEPTING THE WEST 75 FEET TAKEN FOR ROCHESTER ROAD. SUBJECT TO RESERVATIONS, RESTRICTIONS AND EASEMENTS OF RECORD, IF ANY.

**DESCRIPTION OF UTILITY EASEMENT**

THE WEST 10.00 FEET OF THE FOLLOWING DESCRIBED PROPERTY:

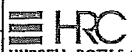
PROPERTY LOCATED IN THE CITY OF TROY, COUNTY OF OAKLAND, STATE OF MICHIGAN

PART OF THE SOUTHWEST 1/4 OF SECTION 11, TOWN 2 NORTH, RANGE 11 EAST; BEGINNING AT A POINT DISTANT NORTH 00 DEGREES 17 MINUTES 00 SECONDS WEST, 660 FEET FROM THE SOUTHWEST SECTION CORNER; THENCE NORTH 00 DEGREES 17 MINUTES 00 SECONDS WEST 330 FEET; THENCE EAST 350 FEET; THENCE SOUTH 00 DEGREES 17 MINUTES 00 SECONDS EAST 330.00 FEET; THENCE WEST 350.00 FEET TO THE POINT OF BEGINNING, . EXCEPT THE SOUTH 83.70 FEET THEREOF; ALSO EXCEPTING THE WEST 75 FEET TAKEN FOR ROCHESTER ROAD. EASEMENT CONTAINS 2,463 SQUARE FEET.

6/5/2023 9:55 AM

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Piggott, Robert

JOB NO. <b>20160715</b>	 <b>HUBBELL, ROTH &amp; CLARK, INC</b> CONSULTING ENGINEERS SINCE 1915	555 HULEY DRIVE BLOOMFIELD HILLS, MICH. 48303-0824	P.O. BOX 824 48303-0824	SHEET NO.
DATE <b>06/01/23</b>		PHONE: (248) 454-6300 FAX (1st Floor): (248) 454-6312 FAX (2nd Floor): (248) 454-6359 WEB SITE: www.hrcengr.com	1	OF 2

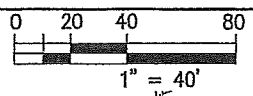
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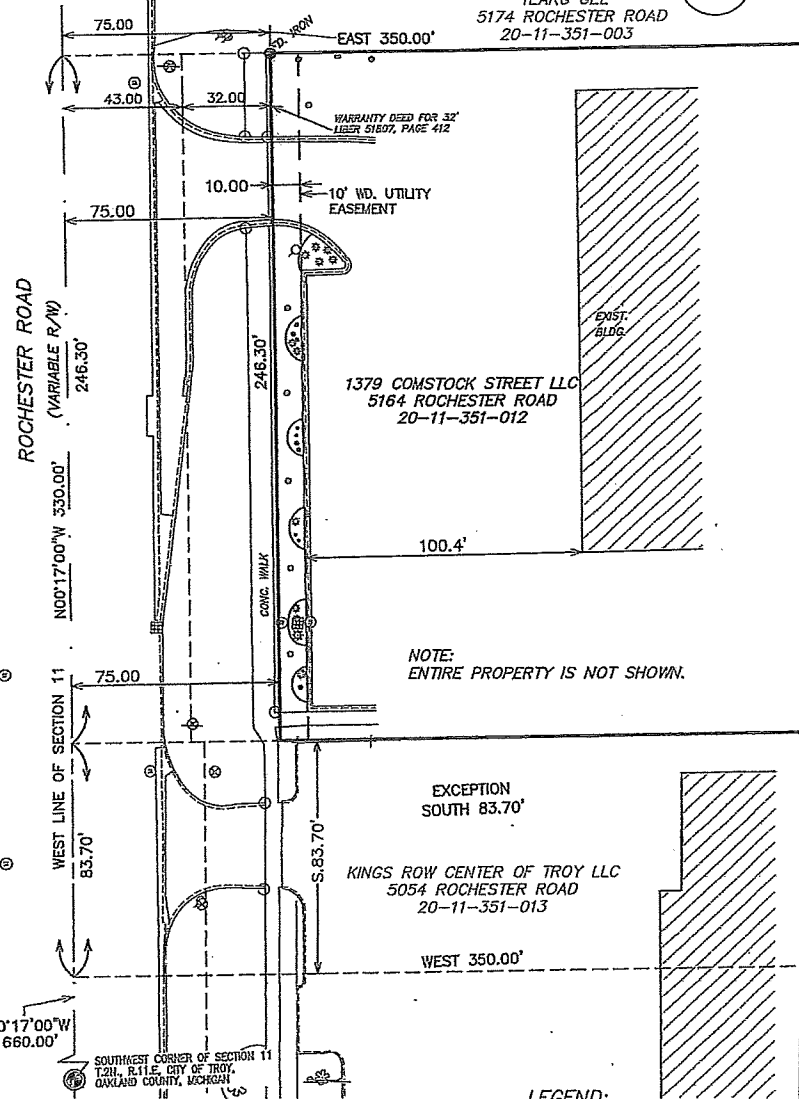
Piggott, Robert

UTILITY EASEMENT

EXHIBIT "B"  
PARCEL 81



TEARG GEE  
5174 ROCHESTER ROAD  
20-11-351-003



NOTE:  
ENTIRE PROPERTY IS NOT SHOWN.

EXCEPTION  
SOUTH 83.70'

KINGS ROW CENTER OF TROY LLC  
5054 ROCHESTER ROAD  
20-11-351-013

SOUTHWEST CORNER OF SECTION 11  
T21, R.1E, CITY OF TROY,  
OXFORD COUNTY, MICHIGAN

TOTAL PROPERTY = 67,731 SQ. FT.+-  
UTILITY EASEMENT = 2,463 SQ. FT.

LEGEND:

UTILITY EASEMENT

SHEET NO.

JOB NO. 20160715	<p>HUBBELL, ROTH &amp; CLARK, INC CONSULTING ENGINEERS SINCE 1915</p>	556 HULET DRIVE BLOOMFIELD HILLS, MICH.	P.O. BOX 824 48303 - 0324	SHEET NO. 2
DATE 06/01/23		PHONE: (248) 454-6300 FAX (1st Floor): (248) 454-6312 FAX (2nd Floor): (248) 454-6359 WEB SITE: www.hrceng.com	OF 2	



500 West Big Beaver  
Troy, MI 48084  
troymi.gov

# CITY COUNCIL AGENDA ITEM

Date: October 29, 2024

To: Frank Nastasi, City Manager

From: Robert J. Bruner, Deputy City Manager  
Kurt Bovensiep, Public Works Director  
Dennis Trantham, Deputy Public Works Director  
Cindy Stewart, Community Affairs Director

Subject: Community Development Block Grant (CDBG) 2025 Funds – Public Hearing  
Announcement for November 25, 2024

## Background

Oakland County has advised the City of Troy to use \$182,205.00 as our planning estimate for program year 2025.

The following projects are being recommended for the 2024 CDBG program:

Parks/Recreation Facilities: Construction of ADA restroom & playground structure at Boulan Park	\$127,543.50
Public Services – Yard Services	<u>\$ 54,661.50</u>
Total:	\$182,205.00

Federal regulations require Oakland County as an “urban county” grantee to execute an annual Subrecipient Agreement with each participating community. We will submit the signed Agreement with our application.

## Recommendation

It is recommended that City Council hold a public hearing on November 25, 2024 to approve the Community Development Block Grant (CDBG) PY2025 application. The PY2025 Application project funds will be used for two different projects. The first project is to design and build a new play structure that accommodates children of all abilities, ensuring that all kids can participate in active play. Also update current restrooms to eliminate architectural barriers and ensure they are fully compliant with ADA standards. Create an all-inclusive restroom to support individuals with differing abilities where children can be accompanied by an adult for assistance. The 2025 funds of \$127,543.50 will be utilized for this project.



500 West Big Beaver  
Troy, MI 48084  
troymi.gov

## **CITY COUNCIL AGENDA ITEM**

Thirty percent (maximum allowed) of the PY2025 funds (\$54,661.50) will also fund the City's Yard Assistance Program offering mowing of lawns in the spring/summer/fall plus a spring and fall yard cleanup; and plowing driveways and sidewalks in the winter. This program serves low income seniors and persons with disabilities.



500 West Big Beaver  
Troy, MI 48084  
troymi.gov

O-02a

## CITY COUNCIL AGENDA ITEM

Date: November 5, 2024

To: Frank A. Nastasi, City Manager

From: Robert J. Bruner, Deputy City Manager  
Brian Goul, Recreation Director

Subject: Troy Nature Society Annual Report and Financial Statements for Fiscal Year Ending 2024

---

The Troy Nature Society a 501(c)(3) non-profit organization has a contract with the City to handle daily operations of the Nature Center. The Nature Society Activities at the nature center include nature inspired public programs designed for families, children and senior adults. In addition, they conduct programming for school and community groups along with guided nature walks and targeted school outreach nature studies.

The nature preserve is a valuable community asset offering a quiet retreat to solitary observers, couples, Scout groups, families, and school children who come to enjoy the natural beauty of the preserve. Some people come to sit on a bench, some to count bluebirds – others test water quality, monitor pond life, or tap the sugar maples. Many take the opportunity to capture photos of the wildlife for their own use and to enhance the society's marketing initiatives.

Attached is the Troy Nature Society's Financial Statements and Annual Report for Fiscal Year Ending 2024.



# Growth Through the Years

## 2024 ANNUAL REPORT



*Educational nature programs for individuals of all ages.*



The Stage Nature Center is managed by the Troy Nature Society (TNS), a non-profit organization.

Troy Nature Society

P.O. Box 99302

Troy MI, 48099

PH: (248) 688-9703

Fax: (248) 879-9241

[www.stagenaturecenter.org](http://www.stagenaturecenter.org)





## A Message from the President of the Troy Nature Society

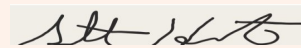
*On behalf of TNS Board of Directors, staff and volunteers, we wish to extend a thank you to the Troy City Council and city administrators for their continued partnership with the Troy Nature Society in managing the Stage Nature Center. The Society offers a variety of programs and events for people of all ages to participate in and learn about the natural world. By supporting our organization, the community helps ensure that these programs and events are available to help foster a love and appreciation of the natural world.*

*We are most thankful to our hard-working staff and volunteers who've managed educational programs for the children and adults of our community and region. They continue to work hard to expand educational programs for students of all ages. Additionally, we wish to thank those generous individuals who continue to provide financial support for TNS programs and activities. Additionally, we very much appreciate contributions designated in support of our adopted owls. Visiting these magnificent owls in their wonderful enclosure is a must-see when you visit the nature center.*

*Some of the significant highlights from the past year include:*

- We value our Board members, this past year we have recruited new Board members that filled out our Board of Directors' experience in finance, business, fundraising & environmental stewardship. These new Board members come to us with fresh ideas for future growth of the nature center.*
- TNS Board of Directors have remained steadfast in our mission to provide resources and education to inspire the appreciation and preservation of nature. Since July 2011, when the Society took over the management of the Stage Nature Center, the Society has served more than 299,000 individuals of all ages. These individuals participated in educational programs, healthy outdoor activities and enjoyed the beauty of the preserve. An amazing total of 60,631 volunteer hours have been donated since 2011.*
- In the fall of 2023, the city installed new boardwalks along with a new bridge. These make for wider access while visiting the trails. We have a new Sugar Shed upcoming in 2025 along with new wood-stoked evaporator, supporting our annual Maple Syrup program. Our popular Kowalski Pavilion is constantly booked for rent from May through October for graduation parties, showers and group activities.*
- Our annual fundraisers continue to be very successful. The 2023 Nature Uncorked Wine & Beer Tasting event raised nearly \$26,000 and the 2024 Run for Nature event raised its highest amount to date, over \$12,000 in revenue for our programs and activities.*

*As we move forward, we look for new ways to raise funds to help maintain and improve our top-notch programming. Your membership and participation will help us expand our outreach to the local community. Make sure to visit the Stage Nature Center and enjoy this major, green asset in our community.*



Scott Hunter

## Our Mission

Our overarching mission is to provide resources and education to inspire the appreciation and preservation of nature. Specifically, the objectives of the Society are to:

- Provide healthy outdoor experiences and educational activities for individuals of all ages
- Create an understanding of the value and necessity of stewardship of our natural environment
- Preserve and protect the Stage Nature Center for future generations

## Our Vision

The Troy Nature Society will become the exemplary community resource for nature education and preservation in the Troy area. We believe in making learning fun! While striving to achieve our vision, the Society will continue to assess our performance in the following areas:

### Education

- Offer innovative programs developed from current research, national trends and community needs
- Provide a wide range of program offerings for people to view and interact with the natural environment
- Act as a resource to the community for nature related questions

### Preservation

- Maintain and improve the Stage Nature Center
- Provide a physically safe, peaceful and well-maintained environment for visitors of the Stage Nature Center

### Collaborative Relationships

- Cultivate relationships with community organizations
- Participate in the community as a forward thinking and challenging leader
- Develop a vibrant and involved support base

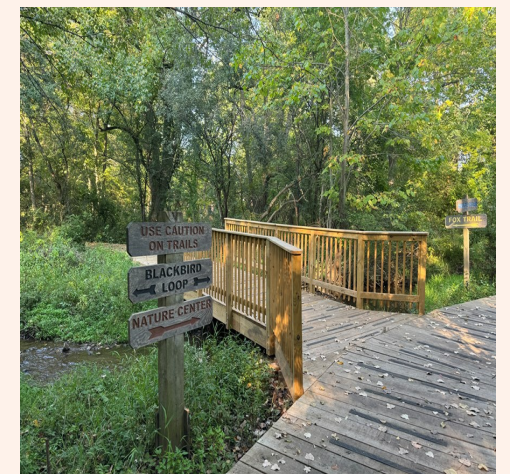


Photo credit, Christina Funk

## In The Beginning

Land for the Stage Nature Center (SNC) was originally purchased by the City of Troy in the 1970s and is located at 6685 Coolidge Hwy. in Troy, just south of South Blvd. At the time of acquisition, there was an older home on the property that was initially used as the nature center building. In 2002, the old structure was demolished and the current 8,200 square foot interpretive nature center building was constructed using funds



Photo credit, Ed Morykwas

received from a government grant to the City of Troy. This center for learning contains classrooms, a public research library, an observation bee hive, a wildlife viewing area and an exhibition lobby with a live reptile and amphibian display. The headwaters of the Rouge River flow through this unique 100-acre preserve. More than 145 plant and animal species may be viewed throughout the grounds. An outdoor play area features climbing boulders, and a paved path provides wheelchair access to the streamside forest. Within the nature center boundaries are two miles of trails, which pass through upland forest, meadows, streamside wetlands and cattail marsh. In 2010, in response to the planned closure of the Stage Nature Center by the City of Troy, a small but devoted group of citizens came together to create the Troy Nature Society, a 501(c)(3) nonprofit organization. Members of the Board of Directors immediately began raising funds to support operations. The Society assumed management oversight of the nature center on July 1, 2011 and immediately began offering educational nature and science programs. This was a critical time in the transition of this valued community resource from city government to nonprofit management and funding. The Troy Nature Society sought members, volunteers and financial supporters to ensure our community would continue to enjoy the benefits of time spent in the out-of-doors. During the first fiscal year of operations, TNS had one full time employee and provided services for 8,253 visitors, students and program participants.

## Program Benefits

Along with providing educational programming, the nature center and its activities provide numerous benefits to our community including:

- Natural features and spaces important to defining community image and distinctive character
- A facility that contributes to educational and cultural benefits
- Protection for important natural systems
- Active and passive recreational opportunities
- Healthy lifestyles enhancement by facilitating improvements in physical fitness through exercise, and also by facilitating positive emotional, intellectual and social experiences



Students from Morse Elementary School  
Explore exhibits at the nature center

Students from Morse Elementary School  
Learn about nature and science





## TNS Now

Activities at the nature center include public programs geared toward families, toddlers and senior adults. Additionally, we conduct programming for school and community groups along with guided nature walks and targeted school outreach nature studies. The preserve is a valuable community asset offering quiet retreat to solitary observers, couples, Scout groups, families, and school children who come to enjoy the natural beauty of the preserve. Many take the opportunity to capture photos of the wildlife for their own use and to enhance the Society's publicity materials.

The Society has seen tremendous growth across all program areas and performed diligently in financial stewardship since its founding in 2011. The Society served more than 30,000 individuals attending programs and visitors enjoying the beauty of the preserve during the fiscal year ended June 30, 2024. The organization:

- Conducted 97 school field trips/school outreach/organized group programs. These programs served a total of 5,350 students and Scouts who were provided with hands-on experience in nature.
- Conducted 264 public programs and events for children, adults and miscellaneous groups at the nature center. These programs served 7,169 individuals (ages two years old through senior adult) with age-appropriate programs and activities designed to enhance learning in a natural environment. More than 18,091 guests walked the trails to enjoy the beauty of the preserve with many stopping to photograph its flora and fauna.
- Maintained a dedicated corps of 225 individuals who volunteered an amazing 4,554 hours in support of TNS programs, activities and initiatives. Comprising 98% of our work force, these devoted volunteers donated time and effort to help with such activities as: educational program assistance; trail maintenance and clean-up projects; the annual Maple Syrup event; fundraising events, blue bird monitoring; front desk reception and administrative support.

## Program Evaluation

Post-program quizzes from pre-selected students participating in school programs are collected and evaluated. Educators also provide important feedback on TNS programs for academic effectiveness. Teacher comments provide both quantitative and qualitative information regarding the overall impact of programs along with providing direction for future programs that promote education, healthy lifestyles and good stewardship of our environment.

## TNS Now

There have been many exciting additions to the nature center grounds since 2011, when the Society entered into a management agreement with the City of Troy.

- With the hard work of local Master Gardeners, an educational Native Garden was established in 2016, just west of the nature center's parking area. This beautiful garden provides shelter and food for wildlife and continues to be maintained by this hard-working group of volunteers.
- The nature center's Monarch Butterfly Way Station was constructed in 2017 with the assistance of a local Girl Scout Troop. Monarch Butterfly Way Stations are vital patches of habitat that provide resources for monarchs to produce successive generations and sustain their migration.
- Funds from the family of Susie and Roger Kowalski provided an exciting addition to the nature center during the 2019 fiscal year. In December 2019, the Susie and Roger Kowalski Pavilion was dedicated. This wonderful structure provides many venue options including outdoor space for public and Scout programming, Day Camps, rentals for wedding ceremonies, family reunions along with casual group gatherings.
- In the fall of 2019, ground breaking ceremonies were held for the construction of a Raptor House. In the summer of 2020, with support from the community and the City of Troy, this unique structure was completed and dedicated to the nature center's five adopted rehabilitated owls. This unique enclosure will serve the needs of the current owls along with any future raptors in need of care.
- Funds awarded from Oakland County's "Oakland Together" grant underwrote the cost of materials for a Mindfulness Labyrinth Walk at the nature center. Volunteers from Dharma Gate Zen Troy and staff of the nature center installed this exceptional winding path that is an active form of meditation.
- The nature center's existing Rain Garden has been badly in need of restoration for several years. With the efforts of our Master Gardeners and funds from the Troy Garden Club, restoration of the Rain Garden was completed in September 2024.



Proud Additions to the Nature Center Under TNS Leadership

2016 Native Garden



2017 Monarch Way Station



Proud Additions to the Nature Center Under TNS Leadership

2021 Raptor House



2024 Mindfulness Labyrinth Walk



2019

Susan and Roger Kowalski Outdoor Pavilion



2024 Rain Garden Restoration





**TNS Now - Public Awareness**

TNS reaches out to our community through mailings, local distribution of brochures, public service announcements (PSAs), media events, TNS website, social media sites and participation in local community events to increase awareness of TNS. We also partner with the Troy Historical Village and other organizations serving similar populations. Public program announcements are advertised in the “Troy Rec”, the city’s premiere magazine which is distributed to approximately 32,000 households and businesses quarterly.

TNS school and school outreach program offerings are distributed annually to nearly 500 schools and school districts across the tri-county area. PSA’s are distributed monthly to local papers to create community awareness of TNS programs, activities and volunteer opportunities which are also advertised on the organization’s social media sites and website.

Additionally, the Executive Director and Special Events Coordinator speak at local community groups throughout the tri-county area and provide programs to create awareness of sponsorship opportunities and programs offered at the nature center.

<b>INDIVIDUAL ATTENDANCE TOTALS FOR FISCAL YEAR ENDED JUNE 30, 2024</b>	<b>Total</b>
Group Visitations (Schools/Scouts/Senior Groups/Home School Groups)	3,382
Outreach Programs & Lectures	1,968
Public Programs, Educational Birthday Parties, Special Events, Facility Rentals	7,169
Walk-In Visitations	18,091
<b>Grand Total</b>	<b>30,610</b>
<b>Volunteer Hours Donated During the Fiscal Year</b>	<b>4,554</b>

**TNS Now - Program Attendance**

<b>HISTORY OF INDIVIDUALS SERVED FROM JULY 1, 2011 THROUGH JUNE 30, 2024</b>	<b>Total</b>
Group Visitations (Schools/Scouts/Senior Groups/Home School Groups)	42,761
Outreach Programs & Lectures	25,911
Public Programs, Educational Birthday Parties, Special Events, Facility Rentals	72,995
Walk-In Visitations	158,170
<b>Grand Total</b>	<b>299,837</b>
<b>Volunteer Hours Donated From July 1, 2011 through June 30, 2024</b>	<b>49,056</b>



Photo credits, Christina Funk

## Making a Positive Difference In Our Community

### *Public Programs*

An extensive variety of educational nature and science programs is offered to the public on a year-round basis. These programs are geared for individuals of all ages - toddlers to senior adults and are designed to help children and adults increase their understanding and stewardship of our natural environment. We accomplish this by interpreting the natural world around us and acting as an educational resource in biology, ecology and natural history for all our students, young and old. Some of our most popular public programs include our various week-long Day Camps offered to reinforce children's learning experience during the summer months. Additionally we partner with such groups as Michigan DNR to provide classroom facilities for public outdoor education programs.

### *School / School Outreach Programming*

As the 2024-2025 school year proceeds, educators are increasing scheduling school field trips to the nature center for their students that were curtailed during the height of the pandemic. TNS offers educators a wide selection of science programs that meet public, private and home-schooled students' academic needs. Programs are developed to provide students with hands-on experience in nature and are designed to enhance the school's core curriculum. We utilize animal mounts, pelts, skulls, shells and other materials to ensure a first-class view of the world around us. Programs engage participants in interactive nature and science experiences which include classroom instruction followed by a guided hike through the preserve. We also offer various outreach programs that fulfill the instructional and educational needs of the school. Just like the programs held at the nature center, all outreach programs are designed to enhance the school's core curriculum and include hands-on interaction with mounts, pelts and other biofacts.

### *Scouts/Groups*

As a support to organized troops and groups, we offer programs that meet requirements for members to come and complete their nature-related badge or achievement. Current programs include those geared toward Boy Scouts, Cub Scouts and Girl Scouts.

### *Family Nature Explorers*

This monthly program offered year-round allows the whole family (parent and child) to participate in hands-on, outdoor experiences that inspire curiosity and create a connection to nature. A different nature topic is featured each month.

## Making a Positive Difference In Our Community

### *Live Owl Programming*

The Society offers opportunities for the public to meet live owls and learn about these fascinating birds of prey that serve as the organization's Educational Ambassadors. Housed at the nature center's Raptor House, these special owls are the nature center's most popular live exhibit. Additionally, the Society has developed educational programs featuring these Michigan owls for the public and other organized groups. Fees collected from the programs act as a source of revenue to support the feeding, care and medical expenses that is vital to the livelihood of these amazing rehabilitated raptors.

### *Maple Syrup Event*

March is a special time for the nature center and the families of our community. TNS holds its annual Maple Syrup Time for three consecutive Saturdays every March. This fun and educational family event is typically attended by nearly 1,000 guests who venture into the woods on a guided tour, visit an historic sugar camp to learn how maple trees are tapped and see for themselves how the sap is harvested. Participants learn about the extraordinary effort it takes to make sap into maple syrup. This unique seasonal event receives extensive local television and media coverage every year.

### *Nature-Based Mindfulness (New Program)*

In late 2021, the organization was awarded a grant from Oakland County to assist those suffering from stress, anxiety and depression due to COVID-19. In conjunction with certified mental health care professionals from Henry Ford Health and Corewell Health, the Society's program staff developed and offered nature-based mindfulness programs for the public. Over an 18-month period, nature-based mindfulness workshops provided a wonderful introduction to mindfulness techniques that encouraged 1,440 participants to connect with their senses and practice self-care while being in nature. As other foundations award the Society with funding to present this important addition to TNS programming, future nature-based mindfulness sessions will be offered.



Photo credit, Christina Funk

## Board Leadership

The Troy Nature Society is supported by volunteer Board members comprised of educators, administrators, those with backgrounds in municipal governance, wildlife preservation, environmental activism, business management, fundraising, marketing, IT and finance. Financial support is a Board requirement for which 100% of the Society’s Board Members comply. Board members serve on at least one of six board committees; Board Development, Financial Oversight, Fundraising, Educational Programming /Parks & Facility Management, Operations and Marketing & Communications. All members are involved in governance, policy oversight, strategic planning, fundraising and program development.

FY2025 Officers	FY2025 Board of Directors
Scott Hunter – President	Nicole Betzler
Donovan Miller – Vice President	Theresa Brooks
Catherine McNamara - Treasurer	Matthew Burrell
David Lambert – President Emeritus	Grace Goetting
	Marilyn Opdyke
	Fran Stage
	Mili Bharatiya– Student Board Rep.

## Volunteer Corps

The Society has a dedicated corps of 220 volunteers. Comprising 98% of our work force, these devoted individuals, ages 14+, donate time and effort to help with such activities as: educational program assistance, trail maintenance and clean-up projects, Maple Syrup programming, fundraising events, blue bird monitoring, front desk reception and administrative support. In FY2024, a total of 4,554 volunteers hours were donated in support of the nature center.

## Members

The organization currently has 225 members supporting its mission. All membership revenues help underwrite the programs and activities of the Society. Membership benefits includes voting rights at the annual meeting and discounted participation fees in certain TNS programs.

## Staff Leadership

The administration of the Society includes an Executive Director responsible for oversight and fundraising activities with over twenty-five years nonprofit management experience. The Society has a Lead Naturalist and two Assistant Naturalists employed full time, all with extensive backgrounds in nature education: organizing, executing and evaluating educational nature and science programs. A Program Assistant provides administrative support for program staff along with acting as the organization’s Volunteer Coordinator. Three program instructors are employed “as needed” to help support the many TNS educational programs as they are offered throughout the year. Part-time staff include a Special Events Coordinator, Accountant and a Marketing Specialist who manages the organization’s website and promotes awareness of the organization’s programs and activities through social media and the local press.

FY2025 TNS Staff	FY2025 TNS Program Staff
Carla Reeb Executive Director	Christina Funk Lead Naturalist
Michelle Goyette Special Events Coordinator	<u>Assistant Naturalists</u> Danielle Durham Keaton Mett
Sarah Lalik Program Assistant	<u>Instructors</u> Lori Brown Genia Connell Nancy Klein
Neha Saigal Marketing Specialist	
Cindy Wymer Accountant	

## Non-Discrimination Policy

The Troy Nature Society affirms a policy of non-discrimination with regards to persons on the basis of race (including but not limited to hair texture and protective hairstyles), color, religion, sex, gender, pregnancy, national origin, age, physical or mental disability, genetic information, height, weight, sexual orientation, gender identity or expression, marital status, military status or other protected status in accordance with applicable federal, state and local laws. This policy shall pertain to staff, applicants, volunteers, members and guests.



## Financials

In 2011, the Society entered into an operating agreement with the City of Troy. The agreement calls for annual city support of services, building maintenance and supplies for the nature center. The current agreement with the City of Troy runs through the fiscal year 2027. In 2018, the Troy Nature Society established an endowment fund through the Troy Community Foundation. As of June 30, 2024, the endowment fund is valued at \$26,755.

Revenue & Expenses	FYE 6/30/2023	FYE 6/30/2024
Donations & Grants	\$ 78,348	\$ 124,121
Fundraising Events	36,065	41,160
Membership Dues	10,090	11,690
Program Fees	93,164	71,011
In-Kind	9,812	16,361
Other	486	2,139
City Investment*	100,000	100,000
<b>Total Revenue</b>	<b>\$ 327,965</b>	<b>\$ 366,481</b>
Wages & Payroll	245,284	237,172
Taxes		
Contract Services	34,405	0
Program Expenses	65,959	32,472
Administrative Expenses	37,986	58,916
<b>Total Expenses</b>	<b>\$ 383,634</b>	<b>\$ 328,560</b>

\*Figure does not include \$50,000/annually for other city services and supplies provided in support of maintaining the nature center.

## Funders

Funding for the organization's programs and activities comes from individuals, foundations, local government, corporations, membership fees, program fees, fundraising events and facility rental fees. Contributors providing financial support at the \$500 level and above during the 2024 fiscal year included:

Aetna Medicare Solutions	Michael Martin
Anonymous (1)	Mr. and Mrs. Michael McNamara
Automotive Authority, Inc.	Michigan Association Of Environmental Professionals
John Bridge	Michigan Hand Therapy, LLC
Karol Carter	Michigan Nonprofit Relief Fund
City of Troy	Oakland County Commissioners
Coldwell Banker- Karen & Jay Greenwood	Mr. and Mrs. Bill Ording
Consumers Energy Foundation	Marilyn Papandrea
Credit Union One	Mr. and Mrs. Lawrence Piotrowski
William Davy	Plants for Ecology, LLC
East Michigan Native Plants, LLC	PNC Financial Services Group
Jake Feifer O'Brien	Kyla Remus
William Hamilton	Rotary Club of Troy
Horizon Bank	George Sanders
Impact 100 Oakland County	Amy Tattrie Loepp
Independent Bank	Troy Community Foundation
Mr. and Mrs. John Klein	Troy Garden Club
Roger Kowalski	Village Club Foundation
Christal Lewandowski	William Watkins
Magna Services of America, Inc.	

## City Partnership—Upcoming Additions to the Nature Center in 2025

New larger Sugar Shed - (Current Sugar Shed shown below)



New Wood-Stoked Evaporator - (Current Evaporator shown below)



All photos contained in this report were taken at the Stage Nature Center.

## FREQUENTLY ASKED QUESTIONS

**How is the Society funded?** TNS operates on contributions it receives from membership fees, foundation gifts, program fees, local government funding, corporations, individuals, community organizations, fundraising events and facility rentals.

**What kinds of programs does TNS offer at the nature center?** High quality nature and science programs are offered year-round to the public, local schools along with programs for Scouts and other organized community groups. All programs are offered for a minimal fee.

**How is the organization staffed?** Currently, the organization employs an Executive Director who oversees management and fundraising activities; a Lead Naturalist and two Assistant Naturalists oversee all educational programming and three on-call Program Instructors assist with programs as they are scheduled. A Program Assistant provides support service for all programs and manages the recruiting, training and scheduling of volunteers. Additional part-time staff include a Special Events Coordinator, Accountant and Marketing Specialist.

**What types of volunteer help do you need?** Individuals offer support in areas such as educational program assistance, various support committees, trail maintenance, trail clean-up projects, our annual maple syrup program, fundraising, blue bird monitoring, photography club, front desk reception and administrative support.

**Is there a fee to visit the center?** There is no fee to walk the trails, visit the Raptor House, or explore the nature center building with its exhibit hall which includes a mastodon dig, children's play area, research library, live amphibian and reptile display and observation bee hive. Donations are accepted and greatly appreciated.



Photo credit, Christina Funk

**What are the hours of operation?** Trails are open to the public daily year-round from dawn to dusk. The nature center's owls are available for public viewing in their permanent enclosure daily. The nature center's exhibit hall is open Tuesday through Friday from 9:00 am to 3:00 pm and Saturday 10:00 am to 4:00 pm and is also open when special programs or classes are offered. (Holidays excluded).

# Troy Nature Society

## **Financial Report**

**June 30, 2024**



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## Independent Auditor's Report

To the Board of Directors of  
Troy Nature Society

### **Opinion**

We have audited the accompanying financial statements of Troy Nature Society (a nonprofit organization), which comprise the statement of financial position as of June 30, 2024, and the related statements of activities and changes in net assets, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Troy Nature Society as of June 30, 2024, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### **Emphasis of Matter**

As discussed in Note 6 to the financial statements, the beginning of the year net assets have been adjusted to correct a misstatement. Our opinion is not modified with respect to this matter.

### **Basis for Opinion**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Troy Nature Society and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### **Responsibilities of Management for the Financial Statements**

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Troy Nature Society's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

### **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements, including omissions, are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Troy Nature Society's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Troy Nature Society's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

*Zerbo Consulting Group, P.C.*

September 30, 2024

## Statement of Financial Position

As of June 30, 2024

## Assets

## Current Assets

Cash and cash equivalents	\$ 51,647
Restricted cash	93,625
Accounts receivable - pledges	1,000
Total Current Assets	<u>146,272</u>

## Property and Equipment

Office equipment	3,798
Outdoor equipment	3,165
Total Cost	<u>6,963</u>
Less accumulated depreciation	<u>(4,536)</u>
Property and Equipment - Net	<u>2,427</u>

Total Assets	<u><u>\$ 148,699</u></u>
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## Liabilities and Net Assets

## Current Liabilities

Accounts payable	\$ 6,374
Accrued payroll and payroll taxes	10,116
Deferred revenue	8,743
Total Current Liabilities	<u>25,233</u>

## Net Assets

Without donor restrictions	30,201
With donor restrictions	93,265
Total Net Assets	<u>123,466</u>

Total Liabilities and Net Assets	<u><u>\$ 148,699</u></u>
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## Statement of Activities and Changes In Net Assets

Year Ended June 30, 2024

	Without Donor Restrictions	With Donor Restrictions	Total
<b>Revenue and Other Support</b>			
Donations and grants	\$ 108,386	\$ 15,735	\$ 124,121
Local government support (Note 2)	100,000	-	100,000
Program activities	71,011	-	71,011
Fundraising events	41,160	-	41,160
Membership	11,690	-	11,690
In-kind (Note 3)	16,361	-	16,361
Other income	2,139	-	2,139
Net assets released from restrictions	8,052	(8,052)	-
Total Revenue and Other Support	<u>358,799</u>	<u>7,683</u>	<u>366,482</u>
<b>Operating Expenses</b>			
Program activities	207,997	-	207,997
Management and general	48,764	-	48,764
Fundraising	71,799	-	71,799
Total Expenses	<u>328,560</u>	<u>-</u>	<u>328,560</u>
<b>Change in Net Assets</b>	30,239	7,683	37,922
<b>Net Assets - Beginning of year</b>	<u>(38)</u>	<u>85,582</u>	<u>85,544</u>
<b>Net Assets - End of year</b>	<u><u>\$ 30,201</u></u>	<u><u>\$ 93,265</u></u>	<u><u>\$ 123,466</u></u>

## Statement of Functional Expenses

Year Ended June 30, 2024

	Program Activities	Management and General	Fundraising	Total
Salaries and wages	\$ 163,042	\$ 17,485	\$ 40,189	\$ 220,716
Payroll taxes	12,433	929	3,044	16,406
Contracted services	50	-	-	50
Bank service charges	2,087	237	-	2,324
Computer	-	2,748	3,120	5,868
Office and postage	-	5,910	-	5,910
Supplies	15,986	-	-	15,986
Advertising and promotion	1,513	-	-	1,513
Professional Fees	-	6,700	-	6,700
Insurance	-	4,703	-	4,703
Telephone and internet	-	3,213	-	3,213
Owl care and feeding	6,016	-	-	6,016
Events	-	-	14,370	14,370
Depreciation	633	-	-	633
In-kind	6,237	-	10,124	16,361
Miscellaneous	-	6,839	952	7,791
Total Expenses	<b>\$ 207,997</b>	<b>\$ 48,764</b>	<b>\$ 71,799</b>	<b>\$ 328,560</b>

## Statement of Cash Flows

Year Ended June 30, 2024

**Cash flows from Operating Activities:**

Change in net assets	\$ 37,922
Adjustments to reconcile change in net assets to net cash from operating activities:	
Depreciation	633
Changes in operating assets and liabilities that provided (used) cash:	
Accounts receivable - pledges	(1,000)
Accounts payable	2,682
Accrued liabilities	926
Deferred revenue	1,898
Net cash provided by operating activities	<u>43,061</u>

**Net increase in cash and cash equivalents** 43,061

**Cash and cash equivalents - Beginning of year** 102,211

**Cash and cash equivalents - End of year** \$ 145,272

**Statement of Financial Position Classification of Cash and Cash Equivalents**

Cash and cash equivalents	\$ 51,647
Cash for restricted purposes	93,625
Total cash and cash equivalents	<u><u>\$ 145,272</u></u>

**Note 1 – Nature of Activities and Significant Accounting Policies**

***Organization***

Troy Nature Society (the Organization) is tax exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code as an organization that is not a private foundation. The Organization's mission is to provide resources and education to inspire the appreciation and preservation of nature. The Organization's objectives include providing healthy outdoor experiences and educational activities for individuals of all ages, creating an understanding of the value and necessity of stewardship of the natural environment, and the preservation and protection of the Lloyd A. Stage Nature Center (the Center) located in Troy, Michigan, for future generations.

The City of Troy has a contract with the Organization that allows the Organization non-exclusive use of the Center. The City of Troy maintains oversight of the facility, which includes building maintenance, security, utilities, and custodial services. See Note 2.

***Nature of Activities***

The Organization develops and offers nature-related public educational programs to children and families, school fieldtrips, scout troops, and senior citizen centers. The Organization operates the Center and maintains the accompanying reserve trails, which are available to the public on specific days. Fees are charged for most educational and group-taught programs. Other sources of income include local government support, donations, and various fundraising events.

***Basis of Presentation***

The Organization reports information regarding its financial position and activities according to two classes of net assets that are based upon the existence or absence of restrictions on use that are placed there by its donors: net assets without donor restrictions and net assets with donor restrictions.

Net assets without donor restrictions are resources available to support operations and not subject to donor restrictions. The only limits on the use of net assets without donor restrictions are the broad limits resulting from the nature of the Organization, the environment in which it operates, the purposes specified in its corporate documents and its application for tax-exempt status and any limits resulting from contractual agreements with creditors and others that are entered into in the course of its operations.

Net assets with donor restrictions are subject to donor-imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, such as those that the donor stipulates that resources be maintained in perpetuity.

***Use of Estimates***

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reported period. Actual results could differ from those estimates.

***Cash and Cash Equivalents***

For purposes of the statement of cash flows, highly liquid investments with maturities of three months or less when purchased are considered cash equivalents and recorded at cost, which approximates fair value.



**Note 1 – Nature of Activities and Significant Accounting Policies (Continued)*****Pledges Receivable***

Pledges receivable are recognized when a donor makes a promise to give that is unconditional. Pledges expected to be collected within one year are recorded at their net realizable value. Those expected to be collected beyond one year are discounted to present value. An allowance for uncollectible pledges is recorded based on management's assessment of collectability. There are no pledges deemed uncollectible as of June 30, 2024.

***Property and Equipment***

Property and equipment is carried at cost or, if donated, at fair market value at the time of donation. Depreciation is provided on a straight-line basis over the estimated useful lives of 3 to 27.5 years. The Organization's policy is to capitalize acquisitions of \$1,000 or more. For the year ended June 30, 2024, depreciation expense was \$633.

***Revenue and Other Support***

Contributions of cash and other assets, including unconditional promises to give in the future, are reported as revenue when received and are measured at fair value. The Organization receives support in the form of local government, corporate, and individual grants and contributions. Management has determined that these grants and contributions are from arrangements for which there is no commensurate benefit provided to the resource providers. Therefore, all of this support is considered to be contribution revenue. Contributions that are restricted by the donor are reported as an increase in net assets without donor restriction if the restriction expires in the reporting period in which the contributions are recognized. Contributions with donor-imposed time or purpose restrictions are reported as support with donor restrictions. All other contributions are reported as support without donor restrictions.

Unconditional promises to give with payments due in future periods are assumed to have an implicit time restriction. Those restrictions are released as contributions when collected or when allocations or grants are made to recipient organizations based on those future collections. Conditional promises to give are recognized only when the conditions on which they depend are substantially met and the promises become unconditional. There were no conditional promises to give recognized as of June 30, 2024.

The Organization offers program related experiences where the performance obligation is delivery of the program. Fees for these programs are based on the type of program and the number of participants in each program. These revenues are treated as exchange transactions and are recognized as revenue after delivery of the program has occurred.

The Organization conducts special fundraising events in which the gross proceeds paid by the participant represents payment for the direct cost of the benefits received by the participant at the event. The performance obligation is delivery of the event, and revenue is recognized after the event has taken place. Any funds received in excess of proceeds paid by participants would represent contribution revenue to the Organization. There were no proceeds deemed to be contributions at any held events for the year ended June 30, 2024.

***Concentrations of Credit Risk***

The Organization derives most of its revenues from local government support, donations, and various fundraising events. For the year ended June 30, 2024, local government support was approximately 28% of total revenues.

***Functional Allocation of Expenses***

Costs of providing the program, management and general, and fundraising services have been reported on a functional basis in the statement of functional expenses. The financial statements report certain categories of expenses that are attributable to more than one program or supporting function.

**Note 1 – Nature of Activities and Significant Accounting Policies (Continued)**

***Functional Allocation of Expenses (Continued)***

Therefore, these expenses required allocation on a reasonable basis that is consistently applied. Depreciation is allocated on the basis of the program or support service that uses the fixed asset. Costs have been allocated between the various programs and support services based on estimates determined by management. Although the methods of allocation used are considered appropriate, other methods could be used that would produce different amounts.

***Subsequent Events***

The financial statements and related disclosures include evaluation of events up through and including September 30, 2024, which is the date the financial statements were available to be issued.

**Note 2 – City of Troy**

In June 2017, the City of Troy approved an operational agreement with the Organization to operate the Lloyd A. Stage Nature Center located in Troy, Michigan, effective July 1, 2017, which allows the Organization non-exclusive use of the property. The agreement expires on June 30, 2027.

In conjunction with this agreement, the City of Troy includes the Organization in its annual budget within the City's Park and Recreation Department for building and ground routine maintenance as well as an annual appropriation for Organization operations. For the year ended June 30, 2024, the City of Troy provided the Organization with an appropriation for organizational operations in the amount of \$100,000.

The appropriation in the amount of \$100,000 is recorded as Local Government Support on the Statement of Activities and Changes in Net Assets for the year ended June 30, 2024.

**Note 3 – In-kind Donations**

The Organization received various in-kind donations for its wine tasting fundraiser, Nature Uncorked, held in November 2023. The in-kind donations were used at the fundraiser, and there were no donor-imposed restrictions associated with the contributed non-financial assets. The Organization also received admission fees to multiple programs for schools. Fair value of the contributed non-financial assets was determined based on the market value cost of a given item. In-kind donations for the year-ended June 30, 2024 are as follows:

Description	Value
Silent auction Items (various items including but not limited to gift baskets and gift cards)	\$ 10,124
Admission fees to Organization programs for schools	6,237
Total	<u>\$ 16,361</u>

**Note 4 – Endowment Funds with North Woodward Community Foundation**

Effective March 29, 2018, the Organization is the beneficiary under an agency endowment agreement with the North Woodward Community Foundation (the Community Foundation) by a reciprocal transfer of funds to the Community Foundation. The Community Foundation has the power to retain, invest, and reinvest the assets of the endowment to further the charitable or other exempt purposes of the Organization.

June 30, 2024

**Note 4 – Endowment Funds with North Woodward Community Foundation (Continued)**

The Community Foundation also has variance power over the endowment in that the Community Foundation's principles and procedures for advised funds provided that the commitments, grants, or expenditures from the funds shall be made to the Organization at such time or times and in such amount or amounts as determined by the Community Foundation. The Organization is the Community Foundation's sole beneficiary, and if the Organization ceases to exist or no longer performs its functions under the provision of the agreement, the Community Foundation shall continue to administer and disburse fund assets in a manner deemed appropriate.

Since the Community Foundation holds variance power over the endowment, which legally grants it the ability to redirect funds to other beneficiaries, the Organization did not recognize the endowment assets as of June 30, 2024. As of June 30, 2024, the value of the endowment fund held by the Community Foundation was approximately \$26,755.

The Organization may from time to time submit to the Community Foundation recommendations regarding specific purposes or amounts for distributions to the Organization. All recommendations from the Organization are to be advisory, and the Community Foundation may accept or reject them, applying reasonable standards and guidelines with regard thereto.

**Note 5 – Liquidity and Availability of Financial Resources**

The Organization has \$146,272 of financial assets available within one year of the statement of financial position date to meet cash needs for general expenditure consisting of cash and cash equivalents and pledges receivable. Of the financial assets, \$93,625 are subject to donor or other contractual restrictions that make them unavailable for general expenditure within one year of the statement of financial position date with the exception of funds to be used for Organization specific programs and funds. The Organization has a goal to maintain financial assets, which consist of cash and cash equivalents and accounts receivable, on hand to meet 60 days of normal operating expenses, which are, on average approximately \$55,000. The Organization has a policy to structure its financial assets to be available as its general expenditures, liabilities, and other obligations come due.

**Note 6 – Prior Period Adjustment**

Beginning of year net assets has been adjusted to correct an error made in accounting for the beneficial interest in endowment assets held by the North Woodward Community Foundation. These assets were previously classified as other assets with and without donor restrictions based on endowment contributions previously made. Given the endowment agreement grants the Community Foundation variance power, regardless of the Organization being the sole beneficiary, the Organization does not have sufficient control over the endowment assets to recognize them on its statement of financial position. As a result, as of June 30, 2023, net assets without and with donor restrictions were reduced by \$10,230 and \$14,536, respectively, and the beneficial interest in assets held at Community Foundation was reduced by \$24,766.

October 23, 2024

Hi Paul,

I just wanted to thank you and the code enforcement department for being so proactive this year with the blighted conditions at [REDACTED] Dayton Drive. It has been routinely mowed all season long. It is better than it has been in years and we noticed!

Thank you!  
Peggy Chinoski

**Cheryl A Rivera**

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**From:** Gigi Mileski  
**Sent:** Tuesday, October 29, 2024 12:56 PM  
**To:** Cheryl A Rivera  
**Subject:** Experience with employees

**CAUTION:** This email did not originate from within the City of Troy. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Attn: Mayor of the City of Troy  
Troy City Clerk

This email is in regards to a serious issue that has transpired at the Zen City Center Apartments. I will not go into specific details, since it is still trying to be rectified, but I would like to commend the following people:

**Cheryl Rivera** who swiftly helped get my call to **Tom Caporuscio** and **Kathleen Thursam**. Their patience and constant contact has helped make this ordeal more bearable. The situation has been ongoing for over a month and we are still waiting for the apartment complex to get permission to fix the electrical issues from their corporate office/insurance. Unfortunately, the management team there has been anything but upfront or accessible. As a someone who had to have the unfortunate experience of a fire at the Hilton, I am very .....very nervous.

Just to summarize, I know first hand what customer/guest relations means to our clients. As a resident of Troy, these people have been more than courteous and exemplify great patience and teamwork in trying to get this resolved. In doing so making residents feel safe and comfortable.

If you would like to speak to me directly, please feel free to contact me.

Regards,



**Gigi Glowacz Mileski**

*Executive Asst. to President/Office Mgr.*

36330 Woodward Avenue, Suite 100

Bloomfield Hills, Michigan 48304

Office (248) 642-7771

# Rochelle Kowalski

Heather,

A small token of my appreciation for being involved in the past three elections you all worked on. I've met amazing people and have enjoyed each and every poll volunteer opportunity.

A huge shout out to you for all you do: organizing, communicating & training! Not to mention the incredible amount of hours you work. Thank you for allowing me to participate

Rochelle



# Rochelle Kowalski

Cheryl,

Please accept this as a small token of my appreciation for my involvement in the past three elections you all worked on. I appreciate you giving me the opportunity to be involved. I have met some fabulous people and have enjoyed the poll volunteer opportunity.

A BIG thank you for all you do: organizing, scheduling, training, etc to get us prepared. Just to mention the huge amount of time and hours you work to make the elections flow smoothly. Thank you for allowing me to participate

  
Rochelle