



500 West Big Beaver
Troy, MI 48084
troymi.gov

FROM THE OFFICE OF THE CITY MANAGER

May 18, 2020

To: Mayor and City Council Members

From: Mark F. Miller, City Manager
Robert J. Bruner, Assistant City Manager
Drew Benson, Assistant to the City Manager

Subject: City Council Agenda Questions & Answers – 5.18.2020

The following are communications that City Administration would like Council to be made aware of. In order to ensure that all questions are received and answered, all City Council Questions should be sent to the CITY MANAGER DISTRIBUTION GROUP e-mail address.

From: Ethan Baker
Sent: Thursday, May 14, 2020 7:59 PM
To: City Manager Distribution Group <CityManager@troymi.gov>
Subject: P02a

Thank you for the thorough P02a Report explaining the city's plan to return to work (when able to) and the work being done for the safety and security of our city employees and visiting residents.

At this point, are you able to calculate a cost to the city for the changes that have been made? Certainly, we have used in house employees to do the work, so that may be difficult to calculate, but could you at least provide the cost of the supply and materials purchases?

Do we anticipate seeking reimbursement from county/state/federal government for those costs?

Thanks,
Ethan

Answers: Kurt Bovensiep, Public Works Director

We continue to track all costs associated to Covid 19. It is unclear what will be reimbursable expenses but we will be well prepared to request funding when reimbursement becomes available.

Below is a chart including some of the more significant expenditures we have made to accommodate for COVID-19 in City Hall:

<u>City Hall</u>	<u>Description</u>	<u>Material</u>	<u>Labor</u>	<u>Total</u>
WO 279764	Sneeze Guards	\$ 2,889.64	\$ 1,131.60	\$ 4,021.24
WO 279987	Auto Flush Toilets	\$ 3,254.79	\$ 268.91	\$ 3,523.70
WO 280080	Touchless Faucets	\$ 6,902.60	\$ 1,421.36	\$ 8,323.96
WO 280244	Floor Decals, Hand Sanitizer Dispensers, Stanchions	\$ 1,579.66	\$ 441.60	\$ 2,021.26
Total -				\$17,890.16

We still have materials on hand that have not been issued to projects yet and forthcoming projects. This cost represents work done at City Hall, Police Department, Transit Center, and 52-4 District Court. Labor costs is for in house staff.

From: Ethan Baker
 Sent: Friday, May 15, 2020 10:37 PM
 To: City Manager Distribution Group <CityManager@troymi.gov>
 Subject: Troy RYDE

Can we please have an update on how Troy RYDE is doing through all of this? At this point, how many shuttles are running? When? Are they at capacity? Are a lot of calls coming in?

Thanks,
 Ethan

Answers: Kurt Bovensiep, Public Works Director

As of March 16, 2020 Troy R.Y.D.E. has only accepted medically related appointments. During this time two busses, 5 days a week, have been servicing customers with necessary medical appointments. Troy R.Y.D.E. is also requiring passengers that are medically able to comply with the State of Michigan Executive Order 2020-70 Section 15 requiring face coverings. Drivers have been issued KN95 Masks and face shields since they must come closer than 6' when securing a wheelchair for transport. The busses routinely are disinfected and we are limiting passengers on the bus to comply with the 6' social distancing requirement. Calls have been steady for medical related appointments. There has been some calls regarding when we will begin transporting people with disabilities to their place of employment. We are working through the logistics to bring back some of the services like transportation to employment when the Stay-at-Home Executive Order is lifted.

From: David Hamilton
Sent: Saturday, May 16, 2020 10:28 AM
To: City Manager Distribution Group <CityManager@troymi.gov>
Subject: Troy Unemployment

Do we have any data on current unemployment in Troy?

David Hamilton
Troy Mayor Pro Tem

Answers: Glenn Lapin, Economic Development Specialist

The City of Troy's website, on the Economic Development page, has a Business & Investment Assistant tool. This tool provides data and information on the community. This data automatically updates, but there is often a time lag in available information. The most recent data for unemployment rates in Troy from the Bureau of Labor Statistics is from March 2020 at 3.2%.

We do not have data available yet for more recent unemployment rates specifically in Troy.

From: David Hamilton
Sent: Sunday, May 17, 2020 7:39 PM
To: City Manager Distribution Group <CityManager@troymi.gov>
Subject: Agenda/Budget

1.) In the last Council meeting, we approved assessment of delinquent accounts. What are the General Fund Invoices - Assessment of Delinquent Accounts??

2.) I wanted to follow up on how the Private Contributions Miscellaneous in the Capital Fund Revenues work. I know they represent drain fund money. Can I get on update on the details of this?

Thanks,

David Hamilton
Troy Mayor Pro Tem

Answers: Robert Maleszyk, Chief Financial Officer

1.) In the last Council meeting, we approved assessment of delinquent accounts. What are the General Fund Invoices - Assessment of Delinquent Accounts??

These are assessments to accounts that owe the City money still for things such as Fire alarms, weeds cut by the City on private property for code violations, etc.

2.) I wanted to follow up on how the Private Contributions Miscellaneous in the Capital Fund Revenues work. I know they represent drain fund money. Can I get on update on the details of this?

See below for details:

82494 - Henry Graham Drain Ch20 - \$0.00
82532 - Mastin Drain Ch20 - \$0.00
82554 - Brotherton Drain Ch20 - \$0.00
82557 - Hugh Dohany Drain Ch20 - \$0.00
82558 - Quinn Drain Ch20 - \$28,653.04
82569 - McDonald Drain Ch20 - \$54,194.60
82586 - Lanni Drain Ch20 - \$62,652.58
82605 - Nelson Drain Ch20 - \$44,543.55
82675 - King Drain Ch20 USD - \$96,517.74
83675 - King Drain Debt USD - \$25,902.60

Total for Account 207100 - \$312,464.11

From: Rebecca A. Chamberlain-Creangă
Sent: Monday, May 18, 2020 8:34 AM
To: City Manager Distribution Group <CityManager@troy.mi.gov>
Subject: Council agenda packet questions

Dear Mark & team,

I have a few comments and questions from the council packet for today's meeting.

Firstly, I great value and appreciate all the work of the Facilities Task Force in the Return to Work Plan, which demonstrates great care and concern for safety in employee-public and employee-employee interactions. The images in the report help bring to life the concrete changes made in City Hall, which I commend. I have been serving on a Pandemic Preparedness Task Force in my organization since January, and we are currently working on return-to-work recommendations for our leadership, so I find the work of your task force very helpful.

Questions:

- The report references that the Library and Community Center had separate conversations. Were these conversations about returning to work and/or safety reopening (when allowed)? Will these findings be available as future reports?
- How are return-to-work and safe opening conversations being organized? It appears to be spatial (e.g., City Hall, Library, Community Center spaces)?
- How will Parks and Recreation approach the park system in Troy and the wayfinding/signage that will no doubt need to be put in place?
 - Some cities are using disinfectant on frequently touched items in parks and open spaces to help keep residents safe. Will this be used in Troy, for example? What are the pros and cons of this?
- Are boards and committees playing any role in providing input on these task forces, where relevant (e.g., Recreation Board input for the Community Center and other parks and green spaces that will open?)

I have a few questions not directly related to items on the agenda:

- In the past, has our Economic Development department ever hosted a webinar to the Troy business community on issues that matter to them?
- Could a webinar to the Troy business community be a possibility, as a way to go over all of the great COVID-19 business resources and opportunities available (as listed on this webpage: https://troymi.gov/community/covid-19_resources.php)? There have been so many different programs and opportunities, some of which have expired; it would be good to provide an overview through another medium.
- Has the department received many follow up phone calls, emails, etc. in relation to the economic relief opportunities it has shared with the community? Many thanks to all of the emails and social media messages that have been circulated to help our Troy businesses!

Keep up the great work!

With very best wishes,
Rebecca

Answers: Multiple

- The report references that the Library and Community Center had separate conversations. Were these conversations about returning to work and/or safety reopening (when allowed)? Will these findings be available as future reports?

Answers: Kurt Bovensiep, Public Works Director

Conversations are ongoing with each of these facilities and will be brought to attention in future reports. As an example, DPW has been working with the Library to best direct patrons in curbside service. This includes outdoor signage plan and the sign being fabricated by the Streets Division.

- How are return-to-work and safe opening conversations being organized? It appears to be spatial (e.g., City Hall, Library, Community Center spaces)?

Answers: Kurt Bovensiep, Public Works Director

Correct, there are operational differences in each facility that are being considered. However, the message will be clear and consistent in all city facilities. As an example, the same floor decals indicating social distancing and customer service line formation will be used in all public facilities.

- How will Parks and Recreation approach the park system in Troy and the wayfinding/signage that will no doubt need to be put in place? Some cities are using disinfectant on frequently touched items in parks and open spaces to help keep residents safe. Will this be used in Troy, for example? What are the pros and cons of this?

Answers: Kurt Bovensiep, Public Works Director

Social distancing reminders are already placed in all parks. All youth organization sports have been cancelled this spring and shelter reservation have also been canceled or postponed through the end of June. DPW is currently working on reducing the touch points in the public restrooms such as automatic flushers, faucets, and soap dispensers. We have also ordered several touchless Kaivac cleaning machines to better protect the employees and patrons. Restrooms remain closed until we can we can install the upgrades, have appropriate cleaning machines, and appropriate amount of staff to regularly disinfect them. Playgrounds, skate park, and basketball

court also remain closed until the Oakland County Health Executive Order allows them to reopen. Portable hand washing stations were ordered in March with an expected arrival in June, which could be used for parks that do not have restroom facilities.

- Are boards and committees playing any role in providing input on these task forces, where relevant (e.g., Recreation Board input for the Community Center and other parks and green spaces that will open?)

Answers: Kurt Bovensiep, Public Works Director

Advisory boards have not been included in our decision making process. However, they have been informed of our efforts.

- In the past, has our Economic Development department ever hosted a webinar to the Troy business community on issues that matter to them?

Answers: Glenn Lapin, Economic Development Specialist

City of Troy Economic Development has not directly hosted webinars in the past. However, we have partnered with other governmental entities and organizations on informational webinars and electronic community forums. We join together with our partners to cast a wider net in our outreach, to provide the most relevant and up to date information to our business community as possible, and to avoid information overload. We have participated on webinars and electronic forums with the Troy Chamber of Commerce, Oakland County, Michigan Economic Development Corporation, State Representative Padma Kuppa, and others. Information through these means, in partnership with others, is provided on a regular basis.

- Could a webinar to the Troy business community be a possibility, as a way to go over all of the great COVID-19 business resources and opportunities available (as listed on this webpage: https://troymi.gov/community/covid-19_resources.php)? There have been so many different programs and opportunities, some of which have expired; it would be good to provide an overview through another medium.

Answers: Glenn Lapin, Economic Development Specialist

Yes, a webinar could be hosted by the City of Troy. However, to be most effective, it should be done with many of the same partners we are currently working with, and much of the same information would be provided as is currently being provided through similar webinars.

- Has the department received many follow up phone calls, emails, etc. in relation to the economic relief opportunities it has shared with the community? Many thanks to all of the emails and social media messages that have been circulated to help our Troy businesses!

Answers: Glenn Lapin, Economic Development Specialist

Yes. We are in regular communication with businesses regarding the resources that are out there. Since our website on COVID-19 resources has links to applications and more detailed information, businesses will often go directly to the source of the resource for additional information. We have a business e-mail list of more than 3,000, and when there is new information on a particular program that might be helpful to our businesses, we send it out electronically with links and additional contacts. The City also participates electronically with our hospitality community, on a regular basis, to make sure they are connected to available resources that can be accessed by them.
