



CITY COUNCIL

REGULAR MEETING

AGENDA

JULY 13, 2020
CONVENING AT 7:30 P.M.

Submitted By
The City Manager

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



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:

In this packet, you will find the agenda for the City Council meeting. To help facilitate an informed discussion, the packet provides you with agenda items and additional details. The packet also contains recommended courses of action for your consideration and seeks to aid you in adopting sound policy decisions for the City of Troy.

This comprehensive agenda has been put together through the collaborative efforts of management and staff members. We have made all attempts to obtain accurate supporting information. It is the result of many meetings and much deliberation, and I would like to thank the staff for their efforts.

If you need any further information, staff is always available to provide more information and answer questions that may arise. You can contact me at CityManager@troymi.gov or 248.524.3330 with questions.

Respectfully,

Mark F. Miller,
City Manager

2019 Strategies

- 1 | Re-evaluate the Trails & Pathways program with a focus on public participation and creative problem-solving to build community support.
- 2 | Gather community input, reassess the most recent Town Center initiative, and develop a plan for the future of the Civic Center property.
- 3 | Determine the customer service needs of City Hall and incorporate the findings of the Facilities Condition Assessment into the maintenance plan of the facilities.
- 4 | Establish a comprehensive Capital Improvement Program and planning process that is reviewed and implemented on an annual basis.
- 5 | Convene the Charter Revision Committee to evaluate charter language and millage limitations, and develop a strategy to fund the Library past 2021.
- 6 | Determine public transportation service needs, and implement a revised plan for the Big Beaver Shuttle and Medi-Go.
- 7 | Update the Parks and Recreation Plan and incorporate the Green Space Subcommittee recommendations to protect and invest in the City's parks.
- 8 | Evaluate the Volunteer Firefighters Incentive Plan to ensure the policy is reasonable and sustainable.
- 9 | Study the feasibility of a Rochester Road Improvement District.
- 10 | Develop a plan to effectively engage residents and businesses through community conversations.



CITY COUNCIL AGENDA

July 13, 2020 – 7:30 PM

View the Meeting Live at

www.troymi.gov/currentagenda

or on Local Access Cable (WOW – Ch 10,
Comcast – Ch 17, AT&T – Ch 99)

<u>A.</u>	<u>CALL TO ORDER:</u>	<u>1</u>
<u>B.</u>	<u>ROLL CALL:</u>	<u>1</u>
<u>C.</u>	<u>CERTIFICATES OF RECOGNITION AND SPECIAL PRESENTATIONS:</u>	<u>1</u>
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<u>F.</u>	<u>PUBLIC COMMENT FOR ITEMS ON THE AGENDA:</u>	<u>1</u>
<u>G.</u>	<u>CITY COUNCIL/CITY ADMINISTRATION RESPONSE/REPLY TO PUBLIC COMMENT:</u>	<u>2</u>
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A. CALL TO ORDER:**B. ROLL CALL:**

Mayor Ethan Baker
Edna Abraham
Theresa Brooks
Rebecca A. Chamberlain-Creangă
Ann Erickson Gault
Mayor Pro Tem David Hamilton
Ellen Hodorek

Excuse Absent Council Members:

Suggested Resolution

Resolution #2020-07-

Moved by

Seconded by

RESOLVED, That Troy City Council hereby **EXCUSES** the absence of _____ at the Regular City Council Meeting of July 13, 2020, due to _____.

Yes:

No:

C. CERTIFICATES OF RECOGNITION AND SPECIAL PRESENTATIONS:

C-1 SafeBuilt Scholarships – City Congratulates 2020 Youth Achievement Award Winners (*Presented by: Mayor Ethan Baker*)

D. CARRYOVER ITEMS:

D-1 No Carryover Items

E. PUBLIC HEARINGS:

E-1 No Public Hearings

F. PUBLIC COMMENT FOR ITEMS ON THE AGENDA:**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 for Items On the Agenda, 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:

The audience should be aware that all comments are to be directed to the Council rather than to City Administration or the audience. Anyone who wishes to address the Council is required to sign up to speak within thirty minutes before or within fifteen minutes of the start of the meeting. There are three Public Comment portions of the agenda. For Items On the Agenda, visitors can sign up to address Postponed, Regular Business, Consent Agenda, or Study items or any other item on the agenda. All other topics are addressed under Items Not on the Agenda. There is a timer on the City Council table in front of the Mayor that turns yellow when there is one minute of speaker time remaining, and turns red when the speaker's time is up. In order to make the meeting more orderly and out of respect, please do not clap during the meeting, and please do not use expletives or make derogatory or disparaging comments about any one person or group. If you do so, then there may be immediate consequences, including having the microphone turned off, being asked to leave the meeting, and/or the deletion of speaker comments for any re-broadcast of the meeting. Speakers should also be careful to avoid saying anything that would subject them to civil liability, such as slander and defamation. Please avoid these consequences and voluntarily assist us in maintaining the decorum befitting this great City.

G. CITY COUNCIL/CITY ADMINISTRATION RESPONSE/REPLY TO PUBLIC COMMENT:

H. POSTPONED ITEMS:

H-1 No Postponed Items

I. REGULAR BUSINESS:

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

a) **Mayoral Appointments: None**

b) **City Council Appointments: None**

I-2 Board and Committee Nominations: a) Mayoral Nominations – Brownfield Redevelopment Authority, Downtown Development Authority, Global Troy Advisory Committee, Local Development Finance Authority; b) City Council Nominations – Building Code Board of Appeals, Historic District Commission, Liquor Advisory Committee, Personnel Board, Zoning Board of Appeals

a) **Mayoral Nominations:**

Suggested Resolution

Resolution #2020-07-

Moved by

Seconded by

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

Brownfield Redevelopment Authority

Appointed by Mayor

6 Regular Members

3 Year Term

Current Members:

Last Name	First Name	App/Resume Expire	Appointment Expire	Notes 2
Gottlieb	Steven	11/24/2016	4/30/2022	
Kornacki	Rosemary	4/28/2022	4/30/2023	
Noguez-Ortiz	Carolina	12/19/2019	4/30/2023	
Sweidan	Rami	4/28/2022	4/30/2023	
Vacancy			4/30/2021	Mr. Salgat resigned 10/15/2019
Vassallo	Joseph	3/27/2020	4/30/2021	

Nominations to the Brownfield Redevelopment Authority:

Term Expires: 4/30/2021

Term currently held by: Vacancy–Mr. Salgat resigned 10/15/19

Interested Applicants:

Last Name	First Name	App/Resume Expire	Notes 1
Aowad	Ayman	9/10/2020	
Swaminathan	Abiramasundari	3/6/2022	

Downtown Development Authority

Appointed by Mayor
13 Regular Members
4 Year Term

Current Members:

Last Name	First Name	App Res Expire	Appointment Expire	Notes 1	Notes 2
Baker	Ethan		11/13/2023	At Large	City Council exp 11/13/2023; DDA; LDFA
Blair	Timothy	6/17/2017	9/30/2023	In District	
Bostick	Dennis	6/22/2018	9/30/2020	In District	
Keisling	Laurence	6/22/2018	9/30/2020	At Large	
Kiriluk	Alan	10/12/2014	9/30/2020	In District	
Knollenberg	Martin	6/28/2021	9/30/2023	In District	B Knight Gardiner's unexpired term.
Koza	Kenny	9/18/2019	9/30/2021	In District	
MacLeish	Daniel	6/15/2019	9/30/2021	In District	
Mioduszewski	Brian	8/8/2021	9/30/2023	In District	
Randol	Ward	9/28/2020	9/30/2022	At Large	
Reschke	Ernest	10/4/2020	9/30/2022	At Large	
Schroeder	Douglas	10/23/2016	9/30/2022	At Large	
Vacancy			9/30/2020	In District	Rebecca Chamberlain-Creangă resigned 2/26/2020

Nominations to the Downtown Development Authority:**Unexpired Term Expiring:
9/30/2020**

Term currently held by: Vacancy – Rebecca Chamberlain-Creangă resigned 2/26/2020

Interested Applicants:

Last name	First name	App Resume Expire	Notes 1	Notes 2
Alali	Yasser	3/13/2020	At Large	

Aowad	Ayman	9/10/2020	At Large	
Ashland	David	11/14/2021	At Large	
Crawford	Timothy	6/26/2021	At Large	
Forster	Jeffrey	12/26/2021	At Large	
Kornacki	Rosemary	4/28/2022	At Large	Brownfield Redev Authority exp 4/30/2023
Malalahalli	Jayalakshmi	11/20/2021	At Large	
McGerty	Ryan	2/25/2020	At Large	
McGhee	Eric	4/16/2020	At Large	
Schick	Michael	1/16/2021	At Large	
Sekhri	Suneel	12/20/2021	At Large	
Sekhri	Arun	9/19/2020	At Large	
Shepherd	John	4/22/2021	At Large	
Singh	Inderpal	11/12/2021	At Large	

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
Baker	Ethan		1/1/2999	Council Member
Bica-Grotsky	Lisa	6/15/2019	10/30/2020	
Burrus	MiVida	7/15/2018	10/30/2022	
Fakhoury	Awni	4/28/2018	10/30/2021	
Francois	Cathleen	11/20/2019	10/30/2020	
Hao	Kaitlyn	9/10/2020	7/31/2020	Student - Graduates 2020
Mohideen	Syeda	8/24/2020	10/30/2021	
Nacy	Emily	11/8/2021	10/30/2022	
Natcheva	Daniela	11/8/2021	10/30/2022	
Noguez-Ortiz	Carolina	12/19/2019	10/30/2022	
Sekhri	Suneel	12/20/2021	10/30/2021	
Tholakapalli	Arjun	4/10/2021	7/31/2020	Student - Graduates 2021
Vacancy			10/30/2020	Rebecca Chamberlain-Creangă resigned 2/26/2020
Zhou	Yudong	10/23/2021	10/30/2022	

Nominations to the Global Troy Advisory Authority:**Unexpired Term Expiring:
10/30/2020**Term currently held by: Vacancy–Rebecca Chamberlain-
Creangă resigned 2/26/2020**Interested Applicants:**

Last Name	First Name	App Resume Expire	Notes 1
Aggarwal	Divya	8/12/2021	Student - Graduates 2020
Ali	Aleem	1/2/2021	
Cheriguene	Sadia	1/4/2020	
Cicchini	Philippe	4/28/2022	
DiFalco	Melissa	12/2/2021	
Fox	Tyler	11/15/2021	
Jones	Kelly	12/11/2021	
Swaminathan	Abiramasundari	3/6/2022	

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
Baker	Ethan		11/13/2023	Alternate; City Council	
Beltramini	Robin	7/17/2021	6/30/2022	Resident Member	
Hodorek	Ellen		11/8/2021	Alternate; City Council	City Council exp 11/8/2021
Hoef	Paul	5/1/2017	6/30/2023	Resident Member	EDC exp. 4/30/2015; LDFA exp 6/30/2023
Hunter	Daniel			Oakland County Designee	
Vacancy			6/30/2023	Resident Member	D. Shield's term exp 6/30/2016 - No Reappointment
Vacancy			6/30/2023	Resident Member	John Sharp's unexpired term

Vitale	Nickolas	3/7/2021	6/30/2023	Resident Member	
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Nominations to the Local Development Finance Authority (LDFA):**Term Expires: 6/30/2023****Resident Member**

Term currently held by: Vacant

Term Expires: 6/30/2023**Resident Member**

Term currently held by: Vacant – Sharp's unexpired term

Interested Applicants:

Last Name	First Name	App Resume Expire	Notes 1
Crawford	Timothy	6/26/2021	
D'Aoust	Allen	5/23/2021	
DiFalco	Melissa	12/2/2021	
McGerty	Ryan	8/15/2020	
Nacy	Emily	11/8/2021	
Noguez-Ortiz	Carolina	12/19/2019	
Pensa	Grant	10/1/2020	
Schick	Michael	1/16/2021	
Shepherd	John	4/22/2021	
Sweidan	Rami	4/28/2022	
Yu	Fu-shin	8/20/2021	

Yes:

No:

b) City Council Nominations:**Suggested Resolution**

Resolution #2020-07-

Moved by

Seconded by

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

Building Code Board of Appeals

Appointed by Council

5 Regular Members: Three (3) Residents with background, training or experience in construction or similar trades; at least one shall be a professional structural or civil engineer of architectural engineering experience; Two (2) by Ordinance - City Manager and Oakland County Health Department Representative

5 Year Term

Current Members:

Last Name	First Name	App Res Expire	Appointment Expire	Notes 1
Abitheira	Gary	1/20/2014	1/1/2022	Resident w/Construction/Engineering Experience.
Brooks	Teresa	1/4/2019		Oakland County Health Dept Sanitarian
Dziurman	Matthew	3/6/2021	1/1/2025	Resident w/Construction Experience.
Frisen	Sande	11/2/2017	1/1/2020	Architectural Engineer
Miller	Mark F.			Per Chapter 79, Sect 116.2

Nominations to the Building Code Board of Appeals:**Term Expires: 1/1/2025**

Term currently held by: Sande Frisen

Interested Applicants:

Last Name	First Name	App/Resume Expire	Notes 1
Ali	Aleem	1/2/2021	Engineering experience
Bertelsen	David	3/2/2022	
Chambers	Barbara	2/26/2021	Historic Dist Comm exp 3/1/2020

Historic District Commission

Appointed by Council
7 Regular Members
3 Year Term

Current Members:

Last Name	First Name	App Res Expire	Appointment Expire	Notes 1	Notes 3
Adams	John Howard	3/12/2020	5/15/2021		
Chambers	Barbara	12/5/2021	3/1/2023	Historical Comm Recommendation	
Chanda	Hirak	11/25/2021	3/1/2021		
Huber	Laurie	6/10/2017	3/1/2020		No Reappointment
McGee	Timothy	3/23/2020	5/15/2021	P&R exp 9/30/20	
Petrulis	Al	12/16/2021	3/1/2023	ACAB exp 9/30/2021; Traffic Comm. exp 1/31/23	

Voigt	W. Kent	1/16/2021	3/1/2022	Historical Comm. Recommendation	
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Nominations to the Historic District Commission:**Term Expires: 3/1/2023**

Term currently held by: Laurie Huber (No Reappointment)

Interested Applicants:

Last Name	First Name	App/Resume Expire	Notes 1
Alali	Yasser	3/13/2020	
Forster	Jeffrey	1/13/2022	

Liquor Advisory Committee

Appointed by Council
7 Regular Members
3 Year Term

Current Members:

Last Name	First Name	App Res Expire	Appointment Expire	Notes 1
Ashland	David	11/14/2021	1/31/2021	
Comiskey	Ann	2/5/2020	1/31/2021	
Ehlert	Max	1/26/2020	1/31/2021	
Gorcyca	David	12/4/2021	1/31/2023	
Jones	Kelly	12/11/2021	1/31/2023	
Kaltsounis	Andrew	1/14/2021	1/31/2022	
Oberski	Jeff			
Pendy	Michael	1/2/2021	1/31/2022	Resigned effective 3/1/2020

Nominations to the Liquor Advisory Committee:**Unexpired Term Expiring:
1/31/2022**

Term currently held by: Michael Pendy – Resigned effective 3/1/2020

Interested Applicants:

No applications or resumes on file.

Personnel Board

Appointed by Council

5 Regular Members

3 Year Term

Current Members:

Last Name	First Name	App Res Expire	Appointment Expire	Notes 1
Baughman	Deborah	2/24/2019	4/30/2020	
Forster	Jeffrey	1/13/2022	4/30/2021	
Gordon	Pamela	4/2/2020	4/30/2021	
Parpart	Jane	3/13/2020	4/30/2021	
Rosenberg	Michael	4/19/2015	4/30/2020	

Nominations to the Personnel Board:**Term Expires: 4/30/2023**

Term currently held by: Deborah Baughman

Term Expires: 4/30/2023

Term currently held by: Michael Rosenberg

Interested Applicants:

Last Name	First Name	App Resume Expire	Notes 1
McGerty	Ryan	2/25/2022	
Murray	William	4/16/2020	

Zoning Board of Appeals

Appointed by Council

7 Regular Members; 2 Alternates

3 Year Term

Current Members:

Last Name	First name	App Res Expire	Appointment Expire	Notes 1
Bossenbroek	Michael	4/27/2022	4/30/2023	
Clark	Glenn	4/16/2020	4/30/2021	
Desmond	Thomas	5/7/2017	4/30/2021	
Eisenbacher	David	3/16/2018	4/30/2022	
Green	Aaron	3/8/2021	1/31/2021	Alternate
Kaltsounis	Orestis Rusty	1/15/2020	1/31/2021	Alternate
McCauley	James	1/12/2019	4/30/2023	

Rahman	Sadek	10/23/2021	12/31/2020	PC Rep on ZBA
Vacancy			4/30/2022	Dan Agauas resigned 7/8/2020

Nominations to the Zoning Board of Appeals:**Term Expires: 4/30/2022**

Term currently held by: Vacancy–Dan Agauas resigned
7/8/2020

Interested Applicants:

Last Name	First Name	App Resume Expire	Notes 1
Abdullah	Nehar	2/17/2021	
Aowad	Ayman	9/10/2020	
Chambers	Barbara	12/4/2021	Historic Dist exp 3/1/2020; HDSC
Frisen	Sande	12/4/2021	
Hashmi	Amin	12/16/2021	
Kaltsounis	Orestis Rusty	8/28/2020	
Malalahalli	Jayalakshmi	11/20/2021	
Premo	John	1/2/2022	
Rauch	Gerald (Jerry)	12/4/2021	
Sivaraman	Sunil	9/10/2020	
Sweidan	Rami	6/26/2021	

Yes:

No:

I-3 No Request for Closed Session**I-4 Budget Amendment and Bid Waiver – Breathing Air Compressor – Fire Department
(Introduced by: Dave Roberts, Fire Chief)****Suggested Resolution**

Resolution #2020-07-

Moved by

Seconded by

RESOLVED, That Troy City Council in the best interest of the City **WAIVES** the bid process and **AWARDS** a contract to *Breathing Air Systems of Reynoldsburg, OH*, to purchase and install one (1) new Bauer air compressor and fill station at Fire Station #5 for an estimated total cost of \$29,990.60.

BE IT FURTHER RESOLVED, That Troy City Council **APPROVES** a budget amendment to the Capital Projects Fund under the Fire Department for the 2021 Fiscal Year in the amount of \$30,000. Expenditures will be charged to 401.336.338.7978.010 – Fire Operations, General Equipment.

Yes:

No:

I-5 Request for Affirmation of Emergency Purchase of Verity Central Workstation
(Introduced by: Aileen Dickson, City Clerk)

Suggested Resolution

Resolution #2020-07-

Moved by

Seconded by

RESOLVED, That Troy City Council hereby **AFFIRMS** the City Manager's authorization of the emergency purchase of one (1) Verity Central high-speed ballot tabulating workstation from *Hart Intercivic, Inc. of Austin, Texas* for a total of \$88,435, including a 5-year warranty. Funds are budgeted in the City Clerk – Elections – Capital account.

BE IT FURTHER RESOLVED, That Troy City Council hereby **APPROVES** the purchase of the annual service maintenance for years six through ten for the Verity Central workstation in the estimated total of \$77,450, as detailed in the quote attached.

Yes:

No:

I-6 Troy Communication Supervisors Association (TCSA) 2020 Wage Re-Opener
(Introduced by: Jeanette Menig, Human Resources)

Suggested Resolution

Resolution #2020-07-

Moved by

Seconded by

RESOLVED, That Troy City Council hereby **RATIFIES** and **MODIFIES** the collective bargaining agreement between the City of Troy and Troy Communication Supervisors Association (TCSA) for the period July 1, 2016 through June 30, 2021, with annual base wage increase of 2.5% July 1, 2020.

BE IT FURTHER RESOLVED, That the Mayor and City Clerk are **AUTHORIZED** to execute the agreement.

Yes:

No:

I-7 Library Millage Community Engagement Plan (Introduced by: Cathleen Russ, Library Director and Robert J. Bruner, Assistant City Manager)

Suggested Resolution

Resolution #2020-07-

Moved by

Seconded by

RESOLVED, That Troy City Council **SHALL HOLD** a Special Meeting on the following date at 6:00 PM:

Monday, July 20, 2020

Library Funding

BE IT FURTHER RESOLVED, That Troy City Council **MAY RESCHEDULE** and/or **SCHEDULE** additional Special Meetings in accordance with the City Charter and Michigan Open Meetings Act.

Yes:

No:

J. CONSENT AGENDA:

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

Suggested Resolution

Resolution #2020-07-

Moved by

Seconded by

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

Yes:

No:

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

J-2 Approval of City Council Minutes

Suggested Resolution

Resolution #2020-07-

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

a) City Council Minutes-Draft – June 22, 2020

J-3 Proposed City of Troy Proclamations: None Submitted

J-4 Standard Purchasing Resolutions:**a) Standard Purchasing Resolution 9: Approval to Expend Funds for Membership Dues and Renewals Over \$10,000 – Michigan Municipal League**

Suggested Resolution
Resolution #2020-07-

RESOLVED, That Troy City Council hereby **AUTHORIZES** payment for annual membership dues to the Michigan Municipal League, for the time period of May 1, 2020 through April 30, 2021, in the amount of \$12,982.

b) Standard Purchasing Resolution 2: Award to Low Bidder Meeting Specifications – 2020 Street Tree Planting

Suggested Resolution
Resolution #2020-07-

RESOLVED, That Troy City Council hereby **AWARDS** a contract to provide and install on as needed basis ball and burlap or container grown trees to the low bidder meeting specifications; *Marine City Nursery Company of Marine City, MI*, at the unit prices contained in the bid tabulation, opened June 25, 2020; not to exceed budgetary limitations; a copy of which shall be **ATTACHED** to the original Minutes of this meeting, with the contract expiring June 30, 2021.

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

c) Standard Purchasing Resolution 2: Low Bidder Meeting Specifications – Parking Lot Maintenance Program – Transit Center

Suggested Resolution
Resolution #2020-07-

RESOLVED, That Troy City Council hereby **AWARDS** a contract to complete the asphalt resurfacing at the Transit Center to the low bidder meeting all bid specifications; *Hutch Paving Inc., of Warren, MI*, for an estimated total cost of \$107,394.30 with a 10% contingency for a total not to exceed amount of \$118,133.73; at the unit prices contained in the bid tabulation opened June 25, 2020, a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

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

J-5 Private Agreement – Contract for Installation of Municipal Improvements – Grace Corner Medical Office Building – Project No. 19.928.3

Suggested Resolution
Resolution #2020-07-

RESOLVED, That Troy City Council hereby **APPROVES** the Contract for the Installation of Municipal Improvements (Private Agreement) between the City of Troy and Grace Corner, LLC for the installation of Water Main, Sanitary Sewer, Storm Sewer, Underground Detention System, and Concrete Approaches, and the Mayor and City Clerk are **AUTHORIZED** to execute the documents, a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

K. MEMORANDUMS AND FUTURE COUNCIL AGENDA ITEMS:

K-1 Announcement of Public Hearings: None Submitted

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

L. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA:

M. CITY COUNCIL/CITY ADMINISTRATION RESPONSE/REPLY TO PUBLIC COMMENT:

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

O. COUNCIL COMMENTS:

O-1 No Council Comments Advanced

P. REPORTS:

P-1 Minutes – Boards and Committees: None Submitted

P-2 Department Reports:

- a) 2nd Quarter 2020 Litigation Report
- b) Audit Engagement Letter
- c) SOCRRA Drop-Off Center
- d) Library Community Engagement Supplemental Information

P-3 Letters of Appreciation:

- a) Letter of Appreciation from the Eureka Building Company Regarding Excellent Services from the Troy Engineering and Building Departments
 - b) Letter of Appreciation from John Eschrich Regarding Excellent Services from the Troy Engineering Department
-

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

Q. CLOSED SESSION

Q-1 No Closed Session

R. ADJOURNMENT:

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Mark F. Miller', with a long horizontal flourish extending to the right.

Mark F. Miller
City Manager

2020 SCHEDULED SPECIAL CITY COUNCIL MEETINGS:**2020 SCHEDULED REGULAR CITY COUNCIL MEETINGS:**

July 27, 2020.....	Regular Meeting
August 10, 2020.....	Regular Meeting
August 24, 2020.....	Regular Meeting
September 14, 2020	Regular Meeting
September 21, 2020	Regular Meeting
October 12, 2020	Regular Meeting
October 26, 2020	Regular Meeting
November 9, 2020	Regular Meeting
November 23, 2020	Regular Meeting
December 7, 2020	Regular Meeting
December 14, 2020	Regular Meeting

SAFEBuilt Scholarship City Congratulates 2020 Youth Achievement Award Winners

The Youth Achievement Awards are intended to honor and recognize those youth that live in the City, who have made a significant impact on the Troy community through volunteer work or other special deeds and actions, and who demonstrate exceptional leadership and career/academic purpose. The City of Troy's SAFEbuilt Inc. contributes the funds for these awards.

"SAFEbuilt is proud to support the local youth and the City by offering this scholarship opportunity," Troy's SAFEBuilt Building Official Dana Self said. "We were very impressed with the winners and congratulate Noah Scudder and Nazia Haque for their commitment to giving back to Troy. Noah and Nazia represent the best of Troy's youth and are role models to their peers."

This year's first place graduating senior awardee is Noah Scudder, a 2020 Athens High School graduate. He graduated with a 3.87 GPA and in his four years at Athens High, successfully completed seven AP classes, and a number of honors classes. In addition to his exceptional academics, Noah was also an active member in extracurricular activities, including National Honor Society; Student Congress (2016-2020), President (2020); Superintendent's Student Advisory Board (2016-2020); Troy Board of Education Student representative (2019-2020); French Club (2018-2020); and Athens Marching Band (2016-2020). Noah is very proud of working together with the Athens Student Congress to raise record setting funds each year during Charity Week for very worthy organizations and being instrumental in leading the student body to raise a new school record of \$180,024.40 for Elli's House during his term as President.

Noah received the John Philips Sousa Award as a member of the Athens Bands in 2020, was a Social Studies Scholar (2020), and won an Athens Activities Award and a Youth Excellence Award from Troy Youth Assistance in 2020. He served as an intern for the Haley Stevens for Congress Team in 2018 and is working as a Fellow for State Representative Padma Kuppas since June 2020. Teachers and Student Advisors praise Noah for excelling academically, as well as his leadership skills, outstanding service record, and positive outlook on life. In the fall, Noah plans to attend Michigan State University's James Madison College to study Public Policy.

This year's second place graduating senior awardee is Nazia Haque, a 2020 International Academy East graduate. She graduated with a 4.2655 GPA and in her four years at IA East, successfully completed 11 honors classes and completed the International Baccalaureate program. In addition to her exceptional academics, Nazia was also an active member in extracurricular activities, including Strings Orchestra, Full Orchestra, Symphonic Orchestra, Athens High Track Team, 2020 Powderpuff Football Team, Health Occupation Students of America, and Vice President of the Club for Animal Respect and Education (CARE).

Nazia and her friends created CARE to educate their school community about the benefits animals have on our wellbeing. They accomplished this by bringing in therapy animals to

school classes and events teaching others how the animals are able to alleviate stress that comes from being in an academically driven school community. Nazia shared her goal of pursuing a degree in the medical field of Endocrinology because of living with a genetic condition called Mosaic Turner Syndrome. She wants to directly impact the lives of children who live with rare genetic conditions like she does so they don't feel alone in their journey. They will have a physician who has a similar condition, someone they can look up to. Nazia was praised by teachers for her strength of character, enthusiasm for learning, courage and compassion for others.

In the fall, Nazia plans to study Human Biology on the pre-med track through the Lyman Briggs College at Michigan State University.

"Both Noah and Nazia are to be commended for their accomplishments, leadership, and dedication to bettering Troy," Mayor Ethan Baker said. "The City of Troy is very fortunate to have young people like Noah and Nazia who regularly give back to our community, making it an exceptional place to live. We wish them success this fall as they continue their studies at Michigan State University."



500 West Big Beaver
Troy, MI 48084
troymi.gov

I-04

CITY COUNCIL AGENDA ITEM

Date: July 7, 2020

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Assistant City Manager
Robert Maleszyk, Chief Financial Officer
Lisa Burnham, Accounting Manager
David Roberts, Fire Chief
Peter Hullinger, Assistant Fire Chief
MaryBeth Murz, Purchasing Manager

Subject: Budget Amendment & Bid Waiver - Breathing Air Compressor – Fire Department

History

Each fire station has been equipped with a stationary breathing air compressor and fill station for over 25 years. These systems are needed and used to fill the breathing air cylinders from the self-contained breathing apparatus (SCBA) that the firefighters wear for respiratory protection when encountering immediately dangerous to life and health (IDLH) situations. Once the air is used from the SCBA, it must be filled from an approved and certified breathing air compressor in order to have other harmful chemicals removed such as carbon monoxide (CO) and nitrogen. This refilling procedure is typically performed at an incident scene by the department's truck-mounted mobile air compressor known as an air tender. Often times, however, these air cylinders are filled at the fire station after use at incidents such as car fires or training evolutions where the air tender is not present.

These stationary breathing air compressors in the stations have extensive filters and air monitoring equipment to make sure that the air meets all necessary quality air requirements. The air in these SCBA cylinders is different than "normal" breathing air because the air in the cylinder is "compressed" to 4,500 PSI in order to provide 20-30 minutes of breathing. The air, therefore, must be very dry otherwise it would freeze from its moisture content (as a result of being compressed) when it comes out of the cylinder under "regulated" pressure into the face mask.

The Fire Department has historically had a service contract with various vendors over these many years to maintain and repair all of our breathing air compressors. Air quality is tested and any needed repairs and adjustments are made on a quarterly basis. A couple of years ago, the breathing air compressor at Fire Station 5 had some issues. The entire air compressor needed to be sent back to the manufacturer for repairs. Although repairs were made, the manufacturer was unsure if the repairs would correct the problem. When it came back and was put back into service, it appeared to be operating normally. As time went on, however, an issue arose mainly with the air being contaminated with oil from the compressor motor. The vendor has since serviced the unit multiple times but it was eventually discovered that the cause was with the air compressor itself and could not be repaired any further to correct the issue.



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

Purchasing

It is vital that each station have their own breathing air compressor and fill station. Stations often train on multiple days of the week and respond to fire calls at various times of the days. As previously mentioned, the air tender is not at every call where the SCBA may be used. It is important, therefore, that when a firefighter needs to fill a SCBA cylinder, it is an easy and convenient task. By having a breathing air compressor and fill station at each fire station, it ensures that the SCBA will be full of air and ready to go into service in a timely manner.

The breathing air compressor at Station 5 is completely out of service and is no longer useable. The firefighters must now take SCBA cylinders to another fire station, or the Training Center, in order to refill them. This is proving to be a major inconvenience after calls or training sessions, especially at night.

Once it became apparent that the entire breathing air system had to be replaced, extensive research was done and the Bauer fill station was the best option. *Bauer Compressor of Norfolk, VA*, is the industry leader in breathing air compressor systems, and they have an extensive track record for quality and expertise in the industry.

The Fire Department has received a quote of **\$29,990.60**, from *Breathing Air Systems of Reynoldsburg, OH*, the authorized sole-source distributor of the Bauer fill station and the Fire Department's current contracted service provider, to replace and install the new compressor and fill station at Fire Station #5. A copy of the quote and the specification information is attached.

Financial

Unfortunately, the replacement of this equipment was not planned when preparing the Fire Department's FY2020-21 Capital Budget. Since this problem has become apparent at Station 5, and due to the nature and age of the remaining air compressor and fill stations in the other fire stations, replacing all of the breathing air systems that are exceeding their useful life will be considered in future budgets.

The current non-working air compressor and fill station, however, needs to be replaced now. The new system would be compliant with the current fire service breathing air standards, and give us another 25 years or more of useful life.

The total cost to purchase and install one (1) new air compressor and fill station is **\$29,990.60**. This project will require a budget amendment to the Capital Projects Fund under the Fire Department for the 2021 Fiscal Year in the amount of \$30,000. Expenditures will be charged to 401.336.338.7978.010 – Fire Operations, General Equipment.

Recommendation

Management recommends that the bid process be waived and a budget amendment approved, to award a contract to *Breathing Air Systems*, to purchase and install one (1) new *Bauer* air compressor and fill station at Fire Station #5 for an estimated total cost of **\$29,990.60**.

BREATHING AIR SYSTEMS

8855 E BROAD ST
REYNOLDSBURG, OH 43068

BREATHING AIR SYSTEMS SALES & SERVICE CENTERS

SALES@BREATHINGAIR.COM | SERVICE@BREATHINGAIR.COM

CORPORATE HQ

614.864.1235

FLORIDA

352.629.7712

INDIANA / KENTUCKY

614.986.1025

217.768.4408

PENNSYLVANIA / WEST VIRGINIA

412.564.5756

MICHIGAN

517.786.4060

TENNESSEE /

423.634.3184

WWW.BREATHINGAIR.COM

THE NATION'S **BAUER**
COMPRESSORS

DATE: March 26, 2020

PROPOSAL
SUBMITTED

TO: TROY FIRE DEPT
500 W. BIG BEAVER
TROY, MI 48084

REQUESTED BY: Eric Emmons

TITLE:

EMAIL:

PHONE: (248) 524-3417

MOBILE PHONE: (248) 515-9803

TERMS: Net 30

ITEMS

QUOTED:

JOB LOCATION:

ACCOUNT # 700134

FAX:

ESTIMATED DELIVERY TIME: 10 weeks

F.O.B.: As shown on quote

NOTE: Our quote does not include off loading, uncrating, placement or the wiring to or into an electrical compressor to the electrical supply. Warranty is as proposed.

Quote

Part Number	Description	Price	Discount %	Adjusted Price	Qty	Extended Price
LEGACY 13	VERTECON 13CFM 6KPSI 10HP Bauer Open Vertical Compressor/Purifier configured for 13.0 scfm, 6000 psig, 4-stage compressor, 10 hp, phase motor and 67,000 scf capacity purifier, integrated purification system that meets NFPA 1989 requirements for firefighting and CGA Grade E air for SCUBA, purifier includes steel mechanical separator chamber, as well as purifier safety vent port to prevent operating system w/o cartridge. Standard with Bauer long-life, well-cooled, oil-pressure lubricated compressor block with stainless steel intercoolers, high-temperature & low oil pressure shutdowns. Mounted pressure gauges for oil, final stage and purifier. Includes PLC with touch pad controller with full color display, lighted on/off switch, hour meter, emergency stop button, safety over-time timer, motor controls/protection and UL-rated electrics. AUTO CONDENSATE DRAIN SYSTEM -Timed	\$19,084.00	17%	\$15,839.72	1	\$15,839.72

BREATHING AIR COMPRESSORS | FILL STATIONS | CASCADES | MOBILE AIR TRAILERS
FULL SERVICE | PARTS | HASSLE FREE AIR TEST PROGRAM | PREVENTIVE MAINTENANCE PROGRAMS

	automatic drain, includes silencer and collection reservoir and user display indicator if "full". MTD INTERSTAGE PRESSURE GAUGES SECURUS PURIFIER MONITOR SYSTEM - Built-in, continuous monitor for purification cartridges. - Includes user display indicators for "safe", "high moisture", "cartridges expired" and "contact fault". - Automatic system shutdown for faults; fail-safe (cannot be over-ridden); no warm up required. - Can extend the purifier cartridge's useable life.					
SHIPPING	Shipping & Freight Charges from Bauer – Norfolk Va				1	\$740.00
XLBOH	Service labor per hour for startup & training	\$119.00		\$119.00	20	\$2,380.00
SLP-HP-1X	Single High Pressure Air Test for start up	\$128.00		\$128.00	1	\$128.00
CFS5.5-1SX4X4	Fill Station - Bauer - Class 2. Independently tested containment fill station meets NFPA 1901. Fills one SCBA cylinder and has four cascade controls with valves and gauges. Features cylinder scuff guard - fill control panel with adjustable regulator - SCBA fill connection - side mounted cascade control panel - Fill hose with bleed valve and safety door interlock.	\$10,561.00	17%	\$8,765.63	1	\$8,765.63
BAS218	Monitor, Carbon Monoxide, Includes air reduction panel with flow control and flow sensor 6000 PSI inlet 20 PPM test gas included.	\$2,575.00	17%	\$2,137.25	1	\$2,137.25

Our company, Breathing Air Systems, is an Ohio based company that has been in the breathing air business since 1969. Our only business is breathing air and related products. It's not a sideline with us. We don't sell trucks or fire extinguishers. We sell and service only the highest quality American made breathing air equipment available. Since 1984 Breathing Air Systems has been the distributor for Bauer Compressors in your area.

The Bauer compressor in this system will greatly exceed your expectations. Items included as standard equipment on Bauer Compressors include PLC computer controls, cycle counter for the final separator, stainless steel cooling coils, forged connecting rods, gear driven oil pump, minimum of 2000 hour valve life, minimum of 3000-hour ring life and a 30,000-hour bearing life. The entire electrical system is UL listed. Other brands only use UL Listed components. Our warranty is for two full years! covers parts and labor, on-site. Additional five-year warranty for Municipal fire departments on the Compressor block, parts only after second year. As you do your research, you will discover that Bauer Compressors is the most reliable and dependable manufacturer on the market today.

Of course, our system will include a service that we pioneered years ago, an On-Site Start Up. Our factory trained service technician will set up the system and train you in safe operation and maintenance.

We are 100% full service. We have a full-size repair shop and are the largest stocking parts distributor in the U.S. today. We offer emergency service, routine service, preventative maintenance, air analysis, training seminars, an "800" number for parts and service, and more.

Quote subtotal	
Shipping & Handling	
Quote Total	\$29,990.60

PAYMENT TO BE MADE AS FOLLOWS: (UNLESS OTHERWISE NOTED, TERMS ARE NET PAYMENT DUE WITHIN 30 DAYS AFTER DELIVERY)
 Note: Payment by Credit Card will incur a convenience fee totaling 3.0% of the transaction amount on all transactions exceeding \$1,500.00.

Proposal Submitted By: Pat Linn Prices Good For 60 Days

BAUER CLASS 2 FILL STATIONS

For SCBA and SCUBA Cylinders up to 5500psi



Model CFS5.5-2S
52" H x 30" W x 22" D

INCLUDES:

- * Safety Interlock
 - * **NEPA-1901 Compliant**
 - * Front Loading Tilt-Out Door
 - * Adjustable Regulator
 - * Fill Hoses with Bleeders
 - * Textured Finish, (Powder Coat)
 - * Cylinder Scuff Guard
 - * Fill Control Panel with and
 - * without Cascade Controls
 - * ISO 9001 Quality Assurance
- Fits SCBAs and SCUBA Cylinders



58" H x
30" W x 22" D

Model CFS5.5-2Sx4x4
Includes 4 cascade control valves ,
gauge, and regulated remote fill

Some units include an auxiliary
port to refill mobile systems



Mobile Station
Model CFS5.5-1M

Requires a Fill
Control Panel

Available with
mounting stand

As shown:
38" H x 18" W x 22" D
(46" H with optional stand)



Model CFS5.5-3S
52" H x 30" W x 22" D



Model CFS5.5-1Sx4x4
52" H x 18-1/2" W x 22" D

FOR SAFE, RELIABLE FILLING UP TO 5500psi
ALL TYPES OF SCBAs AND MOST SCUBA CYLINDERS,
Call Breathing Air Systems at 800-937-2479 for details and specifications

10/14



BREATHING AIR SYSTEMS

8855 E. Broad St., Reynoldsburg, OH 43068 - Phone: (614) 864-1235

SALES: (800) 937-2479

FAX: (614) 864-0071

sales@breathingair.com

www.breathingair.com

Ocala, FL
(352) 629-7712

Chattanooga, TN
(423) 634-3184

Moweaqua IL
(217) 768-4408

Michigan Center, MI
(517) 783-4060

Pittsburgh, PA
(412) 564-5756

Service facilities throughout the United States

[Compressors](#) > [Open Vertical Units](#) > [Compressor system - 13 cfm. B \(S3-6K13E1-VEC\)](#)

Compressor system - 13 cfm. B (S3-6K13E1-VEC)

Compressor system - 13 cfm. Bauer Vertecon Air System 6000 psi., 13 cfm. Charging rate with pressure switch for automatic start & stop control. Locally mounted interstage pressure gauges. P2S 67,000 cu ft purification system with SECURUS electronic cartridge monitor. Pressure lubricated with low oil protection. Automatic condensate drain system and PLC controller with E-Stop Button. Entire electrical assembly is UL LISTED. Single phase electric. 230VAC

Includes:

- BAUER breathing air purification system
- Open vertical cabinet provide a firm foundation for all pressure bearing components
- Modern design with unsurpassed maintenance accessibility
- BAUER PLC based controller with 7" color HMI touchscreen display
- Belt adjustment tool
- NEMA 4 rated electrical enclosure with UL® listed control panel
- Wiring harnesses incorporated within a corrugated loom with number coding for easy system diagnosis
- Emergency stop push button
- .049 wall thickness stainless steel tubing throughout, no cheap plastic tubing
- Rugged powder coat finish
- Zero loss automatic condensate drain system
- Interstage pressure gauges (locally mounted)
- Compressor on/off, final pressure, oil pressure and high temperature shutdown
- Motor overload indication
- Final separator counter with shutdown and operator indication
- Unique integrated positioning base which ensures correct installation every time

[Download: Product Datasheet](#)

[Questions?](#) [Add to quote](#)



[Click to enlarge](#)

[Compressors](#) > [Open Vertical Units](#) > [Compressor system - 13 cfm. B \(S3-6K13E1-VEC\)](#)

Compressor system - 13 cfm. B (S3-6K13E1-VEC)

Compressor system - 13 cfm. Bauer Vertecon Air System 6000 psi., 13 cfm. Charging rate with pressure switch for automatic start & stop control. Locally mounted interstage pressure gauges. P2S 67,000 cu ft purification system with SECURUS electronic cartridge monitor. Pressure lubricated with low oil protection. Automatic condensate drain system and PLC controller with E-Stop Button. Entire electrical assembly is UL LISTED. Single phase electric. 230VAC

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- Zero loss automatic condensate drain system
- Interstage pressure gauges (locally mounted)
- Compressor on/off, final pressure, oil pressure and high temperature shutdown
- Motor overload indication
- Final separator counter with shutdown and operator indication
- Unique integrated positioning base which ensures correct installation every time

[Download: Product Datasheet](#)

[Questions?](#) [Add to quote](#)



[Click to enlarge](#)



500 West Big Beaver
Troy, MI 48084
troymi.gov



I-05

CITY COUNCIL AGENDA ITEM

Date: July 8, 2020

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Assistant City Manager
Rob Maleszyk, Chief Financial Officer
MaryBeth Murz, Purchasing Manager
Lisa Burnham, Accounting Manager
M. Aileen Dickson, City Clerk

Subject: Request for Affirmation of Emergency Purchase of Verity Central Workstation

History

In 2017, City Council authorized the purchase of a new voting system from *Hart Intercivic, Inc., of Austin, TX* as part of the countywide contract. The new system has been in use since the November, 2017 election. City Council approved the purchase of an additional Verity Central workstation in August, 2019 to handle the expected influx of absentee ballots caused by “No Reason” absentee voting approved by the voters in November, 2018.

Due to the Governor’s declared state of emergency as a result of the COVID-19 pandemic, Secretary of State Benson mailed absentee applications to the registered voters in the State of Michigan who weren’t already Permanent Absentee Voters. The City of Troy has over 61,000 registered voters, including about 15,000 voters on our Permanent Absentee Voter List.

The City Clerk’s Office has already received record-breaking numbers of absentee applications. As of this writing, the City Clerk’s Office has mailed 15,856 absentee ballots, with hundreds of new requests arriving every day. To compare, the highest number of absentee ballots that we have ever processed was just over 15,000 at the Presidential General Election in November, 2008. With less than 4 weeks to go until Election Day, we expect to process 10,000 or more absentee applications.

The City Clerk’s Office budgeted for a fifth Verity Central Workstation (high-speed ballot tabulating system for the Absent Voter Counting Board) in the 2020/21 Budget. Since the budget year began on July 1st, the City Clerk had to wait until the first City Council meeting on July 13th to ask City Council to authorize the purchase. Normally, that would not have been an issue. However, the COVID-19 emergency and the subsequent dramatic increase in equipment orders all over the state have caused delays in the order processing time and the shipping time from the vendor, Hart Intercivic, Inc. located in Austin, Texas. The City Manager, as authorized by City Charter Section 12.1 – Purchase and Sale of Property, authorized the emergency purchase of the Verity Central Workstation on July 1, 2020 in order to ensure that the new Verity Central would be received, tested, and in place for the August 4th election. City Management requests that City Council affirms this emergency purchase.



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

Purchasing

- City Charter Section 12.1 – Purchase and Sale of Property authorizes the City Manager to make necessary purchases prior to Council approval in a declared emergency, which shall be affirmed by City Council at the next regularly scheduled Council meeting.
- In the best interest of the City it is recommended that the bid process be waived since *Hart Intercivic, Inc.* is the vendor chosen by the County Clerk, and Troy is required by State law to use the election system chosen by the County Clerk.
- Currently, the City operates four (4) Verity Central workstations in the Absentee Voter Counting Board, which were purchased using a combination of HAVA (Help America Vote Act) Federal grant funds through the State of Michigan, and Troy budgeted funds.
- This purchase is budgeted for in full in the 2020/21 Budget, but the City Clerk has applied for reimbursement of some costs from the State of Michigan, currently pending the State's decision
- The purchase price includes the warranty and maintenance for the first five years.
- The countywide election system agreement is for a total of ten years, so the funds for maintenance will be budgeted for years six through ten beginning in 2026. The maintenance charges for the additional three Verity Central workstations will be approximately \$77,450; (\$15,490 per year) as detailed in Quote #6845 which is attached.

Financial

- The funds for this purchase are budgeted in the City Clerk – Elections – Capital account 401.215.262.7978.010.
- Funds for future payments of equipment maintenance starting in 2026 will be budgeted in the Elections account.

Recommendation

City Management requests that the City Manager's authorization of an emergency purchase of one (1) additional Verity Central workstation be affirmed for an estimated total cost of \$88,435; which includes a 5-year warranty. City Management also requests the approval to purchase the annual service and maintenance for years six through ten for the Verity Central workstation in the estimated total amount of \$77,450 as detailed in Quote #6845 which is attached.



Quote Number

00006845

Account Name

Troy, MI

Grand Total

\$88,435.00

Item	Description	Unit Price	Quantity	Total Price
Verity Central - Medium Jurisdiction	Verity Central software for jurisdictions with less than 100,000 registered voters	\$72,920.00	1	\$72,920.00
Verity Workstation	Workstation for Verity software w/ 5-year warranty	\$4,000.00	1	\$4,000.00
Canon DR-G1100 Central Scanner w/ 5-Year Warranty	Central ballot scanner; includes 5 years of warranty coverage	\$11,190.00	1	\$11,190.00
Okidata B432dn Printer	Laser printer w/ starter cartridge for report printing	\$325.00	1	\$325.00

Subtotal

\$88,435.00

Grand Total

\$88,435.00

Annual Service and Maintenance (Years 6-10)

Item	Description	Unit Price	Quantity	Total Price
Service and Maintenance - Verity Central	Annual Service and Maintenance fee for Verity Central in years 6-10	\$15,490.00	1	\$15,490.00

Proposed Annual Service & Maintenance

\$15,490.00

Total Years 6-10

\$77,450.00

Bill To 500 W Big Beaver Rd.
Troy, MI 48084Ship To 500 W Big Beaver Rd.
Troy, MI 48084

Customer Contact

Contact Name Aileen Dickson

Email dicksona@troy.mi.gov

Phone (248) 524-3331

General Information

Expiration Date 6/1/2020

Instructions Please fax with signature to (512) 252-6923 or scan and email to tcervantes@hartic.com to order.

Payment Terms Net 30

Terms and Conditions

Pricing subject to inventory availability at time of quote execution and acceptance.

Taxes will be calculated in conjunction with the Customer based on the final approved price list.

Hart Approval

Prepared By Tony Cervantes

Title Inside Sales Representative

Signature

Customer Approval

Name: M Aileen DicksonTitle: City ClerkCustomer Approval: M Aileen DicksonDate: July 1, 2020



500 West Big Beaver
Troy, MI 48084
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I-06



CITY COUNCIL AGENDA ITEM

Date: July 8, 2020

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Assistant City Manager
Robert C. Maleszyk, Chief Financial Officer
Frank Nastasi, Police Chief
Jeanette Menig, Human Resources Director

Subject: Troy Communication Supervisors Association (TCSA) 2020 Wage Re-opener

History

The Troy Communication Supervisors Association (TCSA) currently represents eight employees, all Communications Supervisors in the Police Department. The current TCSA collective bargaining agreement was settled in 2016 with annual wage increases of 1.5 or 2.0% each year. The agreement also included a wage re-opener for the final year of the agreement.

Upon request of the TCSA the parties negotiated the 2020 wages. City management and the TCSA came to a tentative agreement for this sole issue of wages, agreeing to wages retroactive to 7/1/2020 at 2.5% instead of the previously negotiated 2.0%.

Financial

The proposed agreement is an increase of .50% for one year. The total increase cost to base salaries is estimated to be \$2,641.00 for FY 2020/21, representing an annual increase of approximately \$330 per employee.

Recommendation

City management recommends ratification of the new wage increase for TCSA, thereby modifying the Troy Communications Supervisors Association 2016-2021 collective bargaining agreement.

Legal Review

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



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I-07

CITY COUNCIL AGENDA ITEM

Date: July 8, 2020

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Assistant City Manager
Cathleen A. Russ, Library Director

Subject: Library Millage Community Engagement Plan

History

- Voters approved a five-year, 0.7 mills dedicated library millage on August 2, 2011 and again on November 3, 2015.
- The current library millage will fund the Troy Public Library through the fiscal year that ends on June 30, 2021.
- Voters must renew or replace the library millage in order for the City to continue operating and maintaining the Library beyond June 30, 2021.
- City Council must determine the library millage rate and duration to be presented at the November general election by August 11, 2020, the deadline to approve ballot wording for November 2020.
- City Council held a special meeting to discuss library funding on June 8, 2020.
- On June 22, 2020, City Council approved an agreement with Cobalt Community Research (Cobalt) for library survey research. City Council also discussed library funding and City staff outlined a preliminary public engagement plan including the survey, virtual focus group(s), and virtual town hall meeting(s).

The purpose of this memo is to provide a detailed community engagement plan for the Library millage. The community engagement plan is divided into two phases. The first phase is intended to collect public input to help the City Council determine the most appropriate library millage rate and duration for the November ballot proposal. The second phase is intended to provide the public with information regarding the ballot proposal consistent with the Michigan Campaign Finance Act.

Phase 1

The preliminary public engagement plan discussed on June 22 included survey research, virtual focus group(s), and virtual town hall meeting(s). As we considered the most effective strategies to collect public input in the limited time available, we quickly realized we should concentrate our efforts on the survey research and focus groups in Phase 1 and host town hall meetings in Phase 2. A focus group is a small group of people whose reactions are studied in a guided discussion to determine the reactions that can be expected from a larger population. The facilitator asks the questions and the participants provide answers. In contrast, town hall meetings usually include a presentation followed by questions from the audience. As such, town hall meetings are better suited for Phase 2. Below is a brief outline of Phase 1. Please note it includes a new special City Council meeting on July 20.



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CITY COUNCIL AGENDA ITEM

- Week of June 22: This week was primarily devoted to the kick-off meeting with Cobalt and developing the survey questions to be published online and mailed to 3,000 recent voters.
- Week of June 29: This holiday-shortened 4-day workweek was primarily devoted to finalizing the survey questionnaire and focus group preparation.
- Week of July 6: The survey was distributed on Monday, July 6. City staff is preparing to host focus groups the following week.
- Week of July 13: Surveys are due this week. Focus groups will be held on Tuesday, Wednesday, and Thursday, July 14, 15 and 16.
- Week of July 20: Raw data summary of survey results presented to City Council at a special meeting.
- Week of July 27: Report summarizing survey results and all feedback from focus groups presented to City Council, along with recommended ballot language.
- Week of August 3: Final preparations for the August 10 City Council meeting.
- Week of August 10: City Council approves millage rate and duration incorporated into ballot language at City Council meeting of Monday, August 10. Approved ballot language is submitted to Oakland County Clerk's Office by the 4 pm deadline on Tuesday, August 11.

The survey research being conducted by Cobalt will include both a random sample of 3,000 recent Troy voters who receive the survey via USPS (sample respondents) and anyone else who completes the survey online (non-sample respondents). Sample respondents may complete the survey online using the unique ID on each cover letter. For the sample, we chose residents who voted in the 2018 Michigan general election held on Tuesday, November 6, 2018. The 2018 general election was chosen to balance recency and turnout. In other words, it was more recent than the 2016 US presidential election and had greater turnout than the 2019 Michigan general election. The 2018 Michigan general election included several important statewide offices (US Senate, Governor and Lieutenant Governor, Secretary of State, and Attorney General). Raw survey data will be compiled for the July 20 special City Council meeting and a more detailed report will be presented at the July 27 regular City Council meeting.

Three focus groups are scheduled during the week of July 13. Members of the City's Financial Ideas Team (FIT team), Global Troy Advisory Committee, Troy Women's Association, and Boys & Girls Club of Troy Board of Directors have been invited to participate. The focus groups will be conducted remotely using Zoom and will accommodate about 12 people each. The results will be presented at the July 27 regular City Council meeting.



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CITY COUNCIL AGENDA ITEM

In addition, the July 13 City Council meeting agenda includes a report with the results of three recent studies that have taken place within the last 18 months (see “Library Community Engagement Supplemental Information”). Specifically, the Library conducted a feasibility study considering renovations for the Youth Services area, which occupies the original 1971 library building. Throughout the course of this study, the Library’s consultant, Integrated Design Solutions of Troy, conducted focus groups of parents, caregivers and children, to ascertain what these library users need and want in this space. The report provides three design options to address their needs and wants. The information is still fairly current so we believe it is relevant input regarding what the community wants from its Library.

In summary, we believe the survey research, focus groups, and additional recent studies will provide a robust variety of public input City Council can use to inform its decision regarding the Library’s millage rate and duration.

A. CALL TO ORDER:

A Regular Meeting of the Troy City Council was held electronically on Monday, June 22, 2020. Mayor Baker called the meeting to order at 7:30 PM.

B. ROLL CALL:

Mayor Ethan Baker
Edna Abraham
Theresa Brooks
Rebecca A. Chamberlain-Creangă
Ann Erickson Gault
Mayor Pro Tem David Hamilton
Ellen Hodorek

Vote on Resolution to Waive the Rules of Procedure for the City Council, Rule #8 Proclamations and Congratulatory Certificates

Resolution #2020-06-084
Moved by Baker
Seconded by Abraham

RESOLVED, That Troy City Council hereby **WAIVES** the Rules of Procedure for the City Council Rule #8 *Proclamations and Congratulatory Certificates* to approve and present a Proclamation to Recognize Alzheimer's and Brain Awareness Month – June, 2020.

Yes: All-7
No: None

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

C-1 Alzheimer's and Brain Awareness Month – June, 2020

D. CARRYOVER ITEMS:

D-1 No Carryover Items

E. PUBLIC HEARINGS:

E-1 No Public Hearings

F. PUBLIC COMMENT FOR ITEMS ON THE AGENDA:**Vote on Resolution to Waive the Rules of Procedure for the City Council, Rule #15 – Members of the Public and Visitors**

Resolution #2020-06-085
 Moved by Baker
 Seconded by Erickson Gault

RESOLVED, That Troy City Council hereby **WAIVES** the Rules of Procedure for the City Council, Rule #15 Members of the Public and Visitors as amended on April 13, 2020 to include public comment received after 4:00 PM.

Yes: All-7
 No: None

MOTION CARRIED

John German	Commented on holistic remedies
Susan Setzke	Commented in support of the Troy Police Department
Kerry Birmingham	Thanked the City of Troy for their help with the Troy School District's graduation event this past weekend on the Civic Center Campus

G. CITY COUNCIL/CITY ADMINISTRATION RESPONSE/REPLY TO PUBLIC COMMENT:

Mayor Baker	Thanked the commenters for their comments, and said that the City is glad to have helped the Troy School District with their ceremony
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H. POSTPONED ITEMS:

H-1 No Postponed Items

I. REGULAR BUSINESS:

I-1 Board and Committee Appointments: a) Mayoral Appointments – None; b) City Council Appointments – Election Commission

a) Mayoral Appointments: None

b) City Council Appointments:

Resolution #2020-06-086
 Moved by Hamilton
 Seconded by Hodorek

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

Election Commission

Appointed by Council
2 Regular Members and 1 Charter Member
1 Year Term

**Unexpired Term Expiring:
1/31/2021**

Raymond Watts

Republican

Term currently held by: Vacancy - Dave Anderson resigned
4/22/2020

Yes: All-7
No: None

MOTION CARRIED

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

a) Mayoral Nominations: None

b) City Council Nominations: None

I-3 No Request for Closed Session

I-4 Standard Purchasing Resolution 8: Citizen, Business, and Library Surveying Services (*Introduced by: Mark F. Miller, City Manager*)

Resolution #2020-06-087

Moved by Hamilton

Seconded by Chamberlain-Creanga

RESOLVED, That Troy City Council hereby **AWARDS** a contract for Community Survey Consulting Services to COBALT COMMUNITY RESEARCH of Michigan *in the best interest of the City* for a not to exceed amount of \$18,000 for a residential survey including unforeseen contingencies; a not to exceed amount of \$12,000 for a business survey including unforeseen contingencies; and a not to exceed amount of \$11,000 for library research including unforeseen contingencies.

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.

BE IT FINALLY RESOLVED, That Troy City Council **AMENDS** the Fiscal Year 2021 Library Fund Budget by \$11,000 in order to complete a community survey.

Yes: All-7
No: None

MOTION CARRIED

I-5 2020/2021 Budget Amendments and Re-Appropriations (Introduced by: Rob Maleszyk, Chief Financial Officer)

Resolution #2020-06-088
Moved by Abraham
Seconded by Hodorek

RESOLVED, That Troy City Council hereby **AUTHORIZES** City Management to amend the Current 2020 General Fund Budget by \$300,000 to the account detailed below:

Engineering-Consultant Fees 101.442.442.7816.030 \$300,000

BE IT FURTHER RESOLVED, That Troy City Council hereby **AUTHORIZES** City Management to re-appropriate Capital Projects Funds from the 2019/2020 Budget to the 2020/2021 Budget as detailed below:

Project Title	Amount	Department Division	Fund
Gun Range Updates (Drug Forfeiture)	\$200,000	Police	Capital Fund
Firefighters Memorial	\$100,000	Fire	Capital Fund
Opticom Traffic Signal Installation	\$200,000	Fire	Capital Fund
Station #2 Roof Replacement	\$100,000	Fire	Capital Fund
Station #6 Generator Replacement	\$115,000	Fire	Capital Fund
John R, Long Lake to Square Lake	\$332,000	Streets – Major	Capital Fund
John R, Square Lake to South Blvd.	\$18,000	Streets – Major	Capital Fund
Rochester, Barclay to Trinway (Federal)	\$180,000	Streets – Major	Capital Fund
Traffic Signal, Maple @ Rochester	\$125,000	Streets – Major	Capital Fund
Traffic Signal, Long Lake @ Coolidge	\$150,000	Streets – Major	Capital Fund
Coolidge Under I-75 (Betterment)	\$200,000	Streets – Major	Capital Fund

Asphalt Pavement Overlay	\$25,000	Streets – Local	Capital Fund
Parking Lot Maintenance	\$100,000	Public Works	Capital Fund
Garage Facility Roof	\$125,000	Public Works	Capital Fund
CO2 & NO2 Detection System	\$150,000	Public Works	Capital Fund
Parks Garage Facility Electrical Upgrade	\$60,000	Public Works	Capital Fund
Boulton Park Site Lighting Service Panel	\$13,000	Parks	Capital Fund
Firefighters Park Pathway (CDBG)	\$105,000	Parks	Capital Fund
Firefighters Park Restroom Renovations	\$50,000	Parks	Capital Fund
Gym Floor Resurfacing	\$30,000	Recreation	Capital Fund
Leisure Pool Pump Replacement	\$25,000	Recreation	Capital Fund
Building Renovation Project	\$28,000	Library	Capital Fund
Niles Barnard House Renovation	\$365,000	Museum	Capital Fund
Pro Shop Construction	\$64,000	Sylvan Glen	Sylvan Glen Golf Course Fund
Marcite/Tile Replacement	\$127,000	Aquatic Center	Aquatic Center Fund
Lift Station Renovations	\$252,000	Sewer	Sewer Fund
Sanitary Sewer CIPP	\$50,000	Sewer	Sewer Fund
Willow Grove Sanitary	\$1,485,000	Sewer	Sewer Fund
Square Lake Place Subdivision	\$150,000	Water	Water Fund
Beach PRV	\$50,000	Water	Water Fund
Naughton, Wheaton & Piedmont	\$3,575,000	Water	Water Fund
Midtown Place Apartment Upgrades	\$150,000	Water	Water Fund
Library Server Replacement	\$100,000	Information Technology	IT Fund
Phone System Upgrade	\$300,000	Information Technology	IT Fund
Roof Top Units	\$13,000	Motor Pool	Motor Pool

			Fund
Unit Heaters	\$50,000	Motor Pool	Motor Pool Fund
Security System Upgrade	\$150,000	Motor Pool	Motor Pool Fund
Vehicles	\$1,350,000	Motor Pool	Motor Pool Fund

Yes: All-7
No: None

MOTION CARRIED

I-6 Approval of the Troy Brownfield Redevelopment Authority (TBRA) Proposed Fiscal Year 2020/21 Budget and Three-Year Budget (*Introduced by: Mark F. Miller, City Manager*)

Resolution #2020-06-089
Moved by Chamberlain-Creanga
Seconded by Erickson Gault

WHEREAS, The Troy Brownfield Redevelopment Authority has adopted and recommends that City Council approve its proposed fiscal year 2020/21 Budget and Three-Year Budget;

THEREFORE, BE IT RESOLVED, That Troy City Council hereby **APPROVES** the Troy Brownfield Redevelopment Authority's Annual Budget for fiscal year July 1, 2020 through June 30, 2021 and Three-Year Budget.

Yes: All-7
No: None

MOTION CARRIED

I-7 Approval of the Joint Local Development Finance Authority Troy Subcommittee Proposed Fiscal Year 2020/21 Budget and Three-Year Budget (*Introduced by: Mark F. Miller, City Manager*)

Resolution #2020-06-090
Moved by Hodorek
Seconded by Erickson Gault

WHEREAS, The Joint Local Development Finance Authority Troy Subcommittee has adopted and recommends that City Council approve its proposed fiscal year 2020/21 Budget and Three-Year Budget;

THEREFORE, BE IT RESOLVED, That Troy City Council hereby **APPROVES** the Joint Local Development Finance Authority Troy Subcommittee Annual Budget for fiscal year July 1, 2020 through June 30, 2021 and Three-Year Budget.

Yes: All-7
No: None

MOTION CARRIED

I-8 Approval of the Troy Downtown Development Authority (TDDA) Proposed Fiscal Year 2020/21 Budget and Three-Year Budget (*Introduced by: Mark F. Miller, City Manager*)

Resolution #2020-06-091
Moved by Chamberlain-Creanga
Seconded by Erickson Gault

WHEREAS, The Troy Downtown Development Authority has adopted and recommends that City Council approve its proposed fiscal year 2020/21 Budget and Three-Year Budget;

THEREFORE, BE IT RESOLVED, That Troy City Council hereby **APPROVES** the Troy Downtown Development Authority's Annual Budget for fiscal year beginning July 1, 2020 through June 30, 2021 and Three-Year Budget.

Yes: All-7
No: None

MOTION CARRIED

I-9 Library Funding Discussion (*Introduced by: Robert J. Bruner, Assistant City Manager*)

The Meeting **RECESSED** at 9:30 PM.
The Meeting **RECONVENED** at 9:37 PM.

J. CONSENT AGENDA:

J-1a Approval of "J" Items NOT Removed for Discussion

Resolution #2020-06-092-J-1a
Moved by Hamilton
Seconded by Erickson Gault

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

Yes: All-7
No: None

MOTION CARRIED

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

J-2 Approval of City Council Minutes

Resolution #2020-06-092-J-2

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

- a) City Council Minutes-Draft – June 1, 2020
- b) City Council Special Meeting Minutes-Draft – June 8, 2020

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

- a) **Standard Purchasing Resolution 2: Low Bidders Meeting Specifications – Miscellaneous Automotive Parts**

Resolution #2020-06-092-J-4a

RESOLVED, That Troy City Council hereby **APPROVES** a three (3) year contract with an option to renew for three (3) additional years to provide Miscellaneous Auto Parts to the companies listed below; as per detailed unit prices by line item as detailed in the bid tabulation and as per all bid specifications of ITB-COT 20-01 to be ordered on an as needed basis; not to exceed budgetary limitations; contract to expire June 30, 2023.

	Proposal A	Proposal B	Proposal C
Kirk's Automotive, Inc.	x		x
Cruiser's Inc.	x		x
A & L Systems	x		x
Amsoil dba Lubrication Spec.	x		x
Central Oil, LLC	x	x	
Dealer Auto Parts Sales, Inc.			x
Palace CDJR (Milosch)			x
Suburban Ferndale Ford			x
Suburban Troy (Chrysler/Dodge)			x
Suburban Motors Troy (GM)			x

- b) **Standard Purchasing Resolution 2: Sole Bidder Meeting Specifications – Water System Materials**

Resolution #2020-06-092-J-4b

RESOLVED, That Troy City Council hereby **AWARDS** a one-year contract to provide requirements for Water System Materials to the sole bidder as detailed below, at the unit prices contained in the bid tabulation opened June 11, 2020, a copy of which shall be **ATTACHED** to the original Minutes of this meeting, with the contract expiring June 30, 2021.

Ferguson Waterworks – Warren, MI	Item #1 Curb Box Item #2 Water Service Parts	\$13,277.00 \$160,579.50
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	Item #3 Ford Repair Clamps	50% List Discount
	Item #4 Ford Brass Saddles	40% List Discount
	Item #5 Mueller Fire Hydrant & Valve Parts	35% List Discount

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.

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

Resolution #2020-06-092-J-4c

RESOLVED, That Troy City Council hereby **AWARDS** a one (1) year contract to provide Traffic Control Signs and Posts with an option to renew for one (1) additional year on a proposal by proposal basis to be ordered on as needed basis not to exceed budgetary limitations; to the low bidders meeting specifications; *Vulcan Inc., dba Vulcan Signs, Vulcan Aluminum of Foley, AL* for an estimated total of \$27,970.25, and *MD Solutions, Inc., of Plain City, OH* for an estimated total of \$46,606.00 at the unit prices contained in the bid tabulation opened May 28, 2020 a copy of which shall be **ATTACHED** to the original Minutes of this meeting, with the contract expiring June 30, 2022.

Bidder	Proposal	Estimated Total
Vulcan Inc.	A, B, C, E, F, G, I	\$27,970.25
MD Solutions	J, K	\$46,606.00
Estimated Grand Total		\$74,576.25

d) Standard Purchasing Resolution 2: Low Bidder Meeting Specifications – Type 'K' Copper Tubing

Resolution #2020-06-092-J-4d

RESOLVED, That Troy City Council hereby **AWARDS** a contract to purchase Type 'K' Copper Tubing to the low bidder meeting specifications, *Ferguson Waterworks of Warren, MI*, for an estimated total cost of \$19,745.40, at unit prices contained in the bid tabulation opened on June 11, 2020; a copy of which is **ATTACHED** to the original Minutes of this meeting.

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

e) Standard Purchasing Resolution 2: Award to Low Bidder Meeting Specifications – Asphalt Patching Material - COLD

Resolution #2020-06-092-J-4e

RESOLVED, That Troy City Council hereby **AWARDS** a contract for seasonal requirements of Asphalt Patching Material – Cold Patch to the local low bidder meeting specifications, *Ace-Saginaw Paving Co. of Saginaw, MI*, for an estimated total cost of \$38,000.00, at the unit price per ton contained in the bid tabulation opened June 11, 2020, a copy of which shall be

ATTACHED to the original Minutes of this meeting, the cost of which shall not exceed annual budgetary limitations, with the contract expiring April 30, 2021.

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.

J-5 Request for Approval of Drive Thru Clerk's Office and Election Update

Resolution #2020-06-092-J-5

RESOLVED, That Troy City Council hereby **APPROVES** City Management's request to authorize an additional location for the City Clerk's Office to issue and receive absent voter ballots on Saturday, July 25, 2020, from 8:00 AM until 12:00 PM, at a Drive Thru Clerk's Office at City Hall, pursuant to requirements of Michigan Election Law.

J-6 Approval of Inter-Local Agreement with Oakland County for CARES Act Reimbursement

Resolution #2020-06-092-J-6

RESOLVED, That the Troy City Council hereby **APPROVES** the Inter-Local Agreement between the City of Troy and Oakland County for implementation of the Oakland Together Local Government Partnership Program, and the allocation under the Coronavirus Relief Fund (CRF) portion of the CARES Act (Coronavirus Aid, Relief and Economic Security Act), and **AUTHORIZES** the Mayor and City Clerk to execute the document on behalf of the City of Troy; a copy of the agreement shall be **ATTACHED** to the original Minutes of this meeting.

J-7 Renewal of Membership in the Traffic Improvement Association (TIA)

Resolution #2020-06-092-J-7

RESOLVED, That Troy City Council hereby **AUTHORIZES** payment to renew the City of Troy's membership in the Traffic Improvement Association for the year 2020, in the amount of \$28,350. Funds are available in the 2019-2020 Police Department Operating Funds, Membership and Dues.

J-8 Approval for Reimbursement for Installation of Water Main as Part of The Midtown Place Apartments – Project No. 18.904.3

Resolution #2020-06-092-J-8

RESOLVED, That Troy City Council hereby **APPROVES** reimbursement to Midtown Place Troy, LLC for the installation of approximately 1,100 feet of 12" water main and related work as part of the Midtown Place Apartments development in the amount of \$115,800.00 to upgrade the water main system, with payment due upon completion of the construction and final approval by the Engineering Department.

J-9 Request for Acceptance of Two Permanent Easements from Surendran Shanmugasundaram and Rajalakshmi Priyanka Rajendran – Sidwell #88-20-23-352-049

Resolution #2020-06-092-J-9

RESOLVED, That Troy City Council hereby **ACCEPTS** two permanent easements for storm sewers and surface drainage, and sidewalks from Surendran Shanmugasundaram and Rajalakshmi Priyanka Rajendran, owners of the property having Sidwell #88-20-23-352-049.

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.

J-10 Agreement for Traffic Control Device – Coolidge Highway and Maple Road (Signal No. 125) – Project No. 21.107.6

Resolution #2020-06-092-J-10

RESOLVED, That Troy City Council hereby **APPROVES** the Agreement for Traffic Control Device (Signal No. 125) between the City of Troy, City of Birmingham and the Board of County Road Commissioners of Oakland County in the amount of \$300,000 at an estimated cost to the City of Troy of \$150,000 for the traffic signal modernization at the intersection of Coolidge Highway and Maple Road and the Mayor and City Clerk are **AUTHORIZED** to execute the agreement, 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: None Submitted

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

L. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA:

M. CITY COUNCIL/CITY ADMINISTRATION RESPONSE/REPLY TO PUBLIC COMMENT:

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

O. COUNCIL COMMENTS:

O-1 Council Comments

Mayor Baker asked City Attorney Bluhm to discuss fireworks regulations. City Attorney Bluhm reminded everyone that the City of Troy's fireworks regulations are as strict as the State of Michigan will allow. Residents can light fireworks from June 29-July 4 during the hours of 11:00am-11:45pm. She said that fireworks are prohibited on public property such as school grounds, parks, and City property. She said they are also prohibited on private property without the owner's permission, and that anyone lighting fireworks is prohibited from doing so while under the influence of drugs or alcohol. She concluded that violations are punishable with a \$1000 fine, and possibly a misdemeanor citation. The City's full regulation of fireworks can be found in the City Code, Chapter 98.

Mayor Baker reminded everyone that while City Hall is closed to the public, anyone needing services can "Call City Hall" at any of the department phone numbers. He said that City departments are making appointments and that all essential services are available.

Mayor Baker commented that City Council will be continuing to hold virtual Council Meetings through the end of July, as allowed by the Governor's order.

Mayor Baker commented that he had a meeting with the Chamber of Commerce today during Monday with the Mayor. He reminded everyone that the Chamber has a resource guide on their website www.troychamber.com, and among other information, it contains a list of restaurants that are open in Troy.

P. REPORTS:

P-1 Minutes – Boards and Committees:

- a) Troy Brownfield Redevelopment Authority Troy Subcommittee-Draft – June 2, 2020
 - b) Joint Local Development Finance Authority Troy Subcommittee-Draft – June 4, 2020
 - c) Downtown Development Authority-Draft – June 11, 2020
- Noted and Filed

P-2 Department Reports:

- a) Campaign Finance Act Restrictions for Public Bodies and Officials
 - b) Forecast 2020 - COVID-19 Impact
 - c) Police Department Training and Community Outreach Report
 - d) Library Space Needs Assessment and Facility Study
 - e) Creating an Independent Library
- Noted and Filed

P-3 Letters of Appreciation: None Submitted

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

Q. CLOSED SESSION

Q-1 No Closed Session

R. ADJOURNMENT:

The Meeting **ADJOURNED** at 10:14 PM.

Mayor Ethan Baker

M. Aileen Dickson, MMC, MiPMC2
City Clerk



500 West Big Beaver
Troy, MI 48084
troymi.gov

J-04a

CITY COUNCIL AGENDA ITEM

Date: June 18, 2020



To: Honorable Mayor and City Council

From: Mark F. Miller, City Manager
Robert J. Bruner, Assistant City Manager
Rob Maleszyk, Chief Financial Officer
Lori Grigg Bluhm, City Attorney

Subject: Standard Purchasing Resolution 9: Approval to Expend Funds for
Membership Dues and Renewals Over \$10,000 - Michigan Municipal League

History

The Michigan Municipal League (MML), a state association of cities and villages, is a nonpartisan, nonprofit association working cooperatively to strengthen the quality of municipal government and administration.

Benefits of membership include advocacy of municipal issues and low-cost educational opportunities for municipal officials and employees regarding a multitude of areas for effective and efficient governance.

Throughout the last 40 years of the City of Troy's membership with the MML, City Council members and staff members have taken advantage of many continuing education opportunities, legislative updates, workshops, conferences and resource materials made available by the League.

With our membership, we are also able to take advantage of the MML's Workers' Compensation Fund (MML WCF). The MML WCF provides Workers Compensation coverage to more than 880 public entities throughout Michigan and provides legal expertise and defense loss control services, as well as claims handling services which are included in their premium.

According to the MML, *"The Michigan Municipal League Workers' Compensation Fund is the state's leading provider of municipal workers' compensation and risk management services. The Fund has the lowest rates, the best claims service and the highest historical return of dividends of any insurer in Michigan. The Fund has more than 880 members, \$135 million in assets and more than \$65 million in net member equity. Efficient administration, effective loss control programs and proactive claims services have resulted in rates that are on average 50 percent lower than those of our nearest competitor."*

The invoice reflects \$1,180 for participation in the Michigan Municipal League's Legal Defense Fund. The Legal Defense Fund authorizes amicus briefs in cases that have a statewide impact for Michigan municipalities. The Legal Defense Fund has recently weighed in on medical marijuana cases, billboard cases, tax cases, governmental immunity cases, pre-emption cases, constitutional



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CITY COUNCIL AGENDA ITEM

law cases, municipal employment law cases, telecommunications cases and zoning cases. In addition to advocating on behalf of municipal interests throughout the State of Michigan, the Legal Defense Fund has also specifically provided amicus briefs in cases filed against the City of Troy.

Financial

Membership fees are currently available in the City Council budget account number 101.102.7958. In addition, it is anticipated that the City will renew and participate in the MML Workers Compensation Fund.

Recommendation

Continued membership with the MML via payment of the attached invoice is recommended for annual dues in the amount of \$12,982. These dues cover the time period of May 1, 2020 through April 30, 2021.



michigan municipal league

MICHIGAN MUNICIPAL LEAGUE
MEMBERSHIP RENEWAL INVOICE

2019 - 2020

Troy

ID: 492

Date: 03/01/2020

Membership Period: 05/01/2020 - 04/30/2021

Current Balance

* MML Dues	11,802.00
** Legal Defense Fund	1,180.00
	<hr/>
	\$12,982.00

Total Due by May 01, 2020:
\$12,982.00

Please sign, date and return one invoice copy with your payment.

Make checks payable to the Michigan Municipal League and mail to the address below. Thank you.

(Signature)

(Date)

* MML dues include annual subscriptions to *The Review* for your officials at \$12.00 per subscription, which is 50% of the regular subscription rate.

** The Legal Defense Fund is an optional charge. The purpose of the Fund is to provide specialized legal assistance to member municipalities in cases that have significant statewide impact.

See what the League can do for you by visiting www.mml.org

Michigan Municipal League
P.O. Box 7409
Ann Arbor, MI 48107-7409
800-653-2483



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J-04b

CITY COUNCIL AGENDA ITEM

Date: July 7, 2020

To: Mark F. Miller, City Manager



From: Robert J. Bruner, Assistant City Manager
Lisa Burnham, Accounting Manager
Kurt Bovensiepe, Public Works Director
Dennis Trantham, Facilities and Grounds Operations Manager
MaryBeth Murz, Purchasing Manager

Subject: Standard Purchasing Resolution 2 – Award to Low Bidder Meeting Specifications –
2020 Street Tree Planting

History

- The Parks Division is responsible for the maintenance of the City's urban forest. This responsibility includes making additions to the urban forest through a tree-planting program.
- The Parks Division continues to make progress on a more aggressive tree-planting program.
- The division facilitates a program that fills vacancies in the Rights-of-Way (ROW) that could support a tree while adhering to City of Troy Ordinance Chapter 28.
- Chapter 28 regulates that trees planted in the ROW should not be planted any closer than 50' of an existing tree within the ROW, no closer than 15' from any driveway approach, no closer than 3.5' of any curb, and no closer than 3' to any sidewalk.
- The Parks Division also is proposing to continue with planting more substantial trees in the ROW resulting in a request from vendors for trees with a minimum of 2.5" in diameter and a 2-year warranty from the date of planting.

Purchasing

On June 25, 2020 a bid opening was conducted as required by the City Charter/Code for one (1) year requirements of Street Trees. The bid was posted on the Michigan Intergovernmental Trade Network (MITN); www.mitn.info. Seventy (70) vendors were notified via the MITN website. Two (2) bids were received. Below is a detail summary of the vendor responses.

Companies notified via MITN	70
Troy Companies notified via MITN	1
Troy Companies - Active email Notification	1
Troy Companies - Active Free	0
Companies that viewed the bid	16
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.



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CITY COUNCIL AGENDA ITEM

Purchasing (continued)

Marine City Nursery Company of Marine City, MI was the low bidder, meeting all bid specifications for the purchase and installation of Balled and Burlap or Container Grown Trees, and is being recommended. *Marine City Nursery Company* has successfully provided trees for the City of Troy and meets all requirements.

Financial

Funds for the tree-planting program are budgeted and available in the Parks Department, Local Tree Planting account in the amount of \$148,000 for the 2021 Fiscal Year. In addition, City staff continues to apply for grants to assist in its tree-planting program.

Recommendation

City management recommends awarding a contract to purchase and have installed on as needed basis balled and burlap or container grown trees to the low bidder meeting specifications; *Marine City Nursery Company of Marine City, MI* at the unit prices contained in the bid tabulation opened June 25, 2020 not to exceed budgetary limitations. The award is contingent upon the contractor's submission of properly executed bid documents including insurance certificates, and all other specified requirements.

Opening Date -- 06/25/2020
Date Reviewed -- 06/25/2020

CITY OF TROY
BID TABULATION
STREET TREES

ITB-COT 20-25
Pg 1 of 1

VENDOR NAME:	Marine City Nursery Company	Crimboli Nursery Inc.
CITY:	China Twp.	Canton, MI
CHECK AMT:	\$5,000.00	Not Included
CHECK #:	33277411	

PROPOSAL: To Provide and plant for the City of Troy Ball and Burlap or Container Grown Trees in accordance with the bid specifications.

PROPOSAL A: Cost for the Purchase and Planting of 500 Ball and Burlap Trees

Price Per Planted Tree:		\$369.00	\$500.00
Proposal A Total Cost (unit price x 500):		\$184,500.00	\$250,000.00
FALL 2020			
LIST OF NINE TREE TYPES:	Y/N	Y	Y
HOW MANY TREES LISTED:		9	11
CONTACT INFORMATION			
HOURS OF OPERATION:		M-F 8-5	9am-5pm
24 HOUR PHONE #		810-650-0676	734-495-1700 Office 734-674-5283 Adam Sulek
STATEMENT OF GUARANTEE:		Y - As Specified	2 Years
REFERENCES:	Y/N	Y	Y
INSURANCE MET:	Y/N	Y	Y
PAYMENT TERMS:		Net 30 Days	Net 30
DELIVERY:		Not Specified	Fall 2020
EXCEPTIONS:	Y/N	N	N
ACKNOWLEDGEMENT:	Y/N	Y	Y
FORMS:	Y/N	Y	Y

Attest:
(*Bid Opening conducted via a Go-To Meeting)
Dennis Trantham
Sue Riesterer
Kristine Kallek
Jackie Ahlstrom

MaryBeth Murz,
Purchasing Manager



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J-04c

CITY COUNCIL AGENDA ITEM

Date: July 7, 2020

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Assistant City Manager
Rob Maleszyk, Chief Financial Officer
Lisa Burnham, Accounting Manager
Kurt Bovensiep, Public Works Director
Scott Carruthers, Streets & Drains Operations Manager
MaryBeth Murz, Purchasing Manager

Subject: Standard Purchasing Resolution 2: Low Bidder Meeting Specifications – Parking Lot Maintenance Program- Transit Center

History

- Construction of the Multi Modal Transit Facility was completed on October 14, 2014. This included the reuse of the existing parking lot from Grand Sakwa.
- The Transit Center is located on the Wolverine route which connects Pontiac at the east terminus to Chicago at the west terminus with various stops along the way.
- The Transit Center had 37,000 riders and generated \$79,000 in revenue in 2019.
- The Parking Lot of the Multi Modal Transit Facility has reached the end of its life and is in need of resurfacing.
- According to the Troy Multi-Modal Transit Facility Lease Agreement with Amtrak, Paragraph 7 requires that The City of Troy shall perform necessary repairs and maintenance to driveways, walkways, parking lots and approaches.
- The Department of Public Works is responsible for the upkeep of all 28 municipal parking lots and routinely plans for the maintenance and reconstruction as needed through the annual capital budget request process.

Purchasing

On June 25, 2020, a bid opening was conducted as required by City Charter and Code for the Parking Lot Maintenance Program- Transit Center. The bid was posted on the Michigan Inter-governmental Trade Network (MITN) website; www.mitn.info. Three (3) bid responses were received. Below is a detailed summary of potential vendors for the bid opportunity:

Companies notified via MITN	310
Troy Companies notified via MITN	16
Troy Companies - Active email Notification	16
Troy Companies - Active Free	0
Companies that viewed the bid	23
Troy Companies that viewed the bid	3

***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.



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CITY COUNCIL AGENDA ITEM

Purchasing (continued)

After reviewing the bid responses, *Hutch Paving Inc., of Warren, MI* is the low bidder meeting all bid specifications and is being recommended for the asphalt resurfacing at the Transit Center.

Financial

Funds are budgeted and available in the Capital Projects Fund under the Department of Public Works for the 2021 Fiscal Year.

Recommendation

City management recommends awarding a contract to complete the asphalt resurfacing at the Transit Center, to the low bidder meeting all bid specifications; *Hutch Paving Inc. of Warren, MI* for an estimated total cost of \$107,394.30 with a 10% contingency for a total not to exceed amount of \$118,133.73, at prices contained in the bid tabulation opened June 25, 2020. The awards are contingent upon the contractor's submission of properly executed bid documents including insurance certificates, and all other specified requirements.

PARKING LOT MAINTENANCE TRANSIT CENTER

Alternate Bid

VENDOR NAME:	Hutch Paving, Inc.	F. Allied Construction Co, Inc	F. Allied Construction Co, Inc	T&M Asphalt Paving Inc
CITY:	Warren, MI	Clarkston, MI	Clarkston, MI	Milford, MI
CHECK AMOUNT:	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
CHECK #:	52463	66584	66584	1479668

PROPOSAL: THE CITY OF TROY PARKING LOT MAINTENANCE PROGRAM AS SPECIFIED.

ITEM	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
PROPOSAL A: TRANSIT CENTER PARKING LOT											
Proposal A - 1201 Doyle-Transit Center Parking Lot											
West Parking Lot											
1.	Cold Milling Pavement, 1.5 inch	4652	sq. yd.	\$3.90	\$18,142.80	\$4.37	\$20,329.24	\$4.37	\$20,329.24	\$6.00	\$27,912.00
2.	Full Depth Asphalt Removal	800	sq. yd.	\$4.25	\$3,400.00	\$4.50	\$3,600.00	\$4.50	\$3,600.00	\$11.85	\$9,480.00
3.	Subgrade Undercut R & R 1 x 3 limestone	835	Ton	\$18.00	\$15,030.00	\$35.00	\$29,225.00	\$0.00	\$0.00	\$50.00	\$41,750.00
4.	Aggregate Base, 21AA, Limestone, 6"	170	Ton	\$28.00	\$4,760.00	\$50.00	\$8,500.00	\$0.00	\$0.00	\$30.00	\$5,100.00
5.	HMA, 13A, 1.5 inch	385	Ton	\$138.65	\$53,380.25	\$120.00	\$46,200.00	\$120.00	\$46,200.00	\$120.00	\$46,200.00
6.	HMA 2C, 1.5 inch	66	Ton	\$125.00	\$8,250.00	\$100.00	\$6,600.00	\$100.00	\$6,600.00	\$130.00	\$8,580.00
7.	HMA, Hand Patching	5	Ton	\$250.00	\$1,250.00	\$150.00	\$750.00	\$150.00	\$750.00	\$175.00	\$875.00
8.	Joint and Crack Cleanout	500	LF	\$2.00	\$1,000.00	\$0.25	\$125.00	\$0.25	\$125.00	\$5.00	\$2,500.00
9.	Pavt. Mrkg., Waterborne, 4 inch, Yellow	2402	LF	\$0.25	\$600.50	\$0.22	\$528.44	\$0.22	\$528.44	\$0.20	\$480.40
10.	Pavt. Mrkg., Waterborne, 4 inch, Blue	203	LF	\$0.25	\$50.75	\$1.00	\$203.00	\$1.00	\$203.00	\$0.20	\$40.60
11.	Pavt. Mrkg., Waterborne, Blue, Acc. Symbol	5	each	\$150.00	\$750.00	\$20.00	\$100.00	\$20.00	\$100.00	\$15.00	\$75.00
12.	6" Butt Joint	39	LF	\$20.00	\$780.00	\$8.00	\$312.00	\$8.00	\$312.00	\$5.00	\$195.00
	Turf Restoration	INCLUDED									
	Traffic Maintenance Control	INCLUDED									
Alternate: 13. STOP Bars	1	each						\$35.00	\$35.00		
Alternate: 14. HMA WEDGING	166	Ton						\$120.00	\$19,920.00		
Proposal A Total:				\$107,394.30		\$116,472.68		\$98,702.68		\$143,188.00	
Alternate to #5: HMA, 5EI Tier 2, 1.5 inch	385	Ton		\$124.70	\$48,009.50						
Alternate to #5: HMA, 5EI Tier 2, 2 inch	515	Ton		\$124.70	\$64,220.50						
Alternate to #1: Cold Milling Pavement, 2 inch	4652	sq. yd.		\$4.25	\$19,771.00						
CONTACT Hrs. of Operation:				7am - 6pm		6am - 7pm		6am - 7pm		Not Specified	
24 Hr. Phone Number:				248-514-6922		248-640-0205		248-640-0205		248-719-1605	
PROPOSED PAYMENT SCHEDULE:				30 Days		Net 30		Net 30		Upon Completion	
ONSITE VISIT:				Y OR N		Y - 06/18/2020		Y - 06/18/2020		Y - 06/19/2020	
REFERENCES:				Y OR N		Y		Y		Y	
ABILITY TO MEET COMPLETION DATE:				Y OR N		Y		Y		Y	
INSURANCE:				Y OR N		Y		Y		Y	
WARRANTY:						1 Year		1 Year		2 yr. Maint. Bond	
EXCEPTIONS:				Y OR N		Alternate Bid Provided		Alternate Bid Provided		N	
ACKNOWLEDGEMENT SIGNED:				Y OR N		Y		Y		Y	
VENDOR QUESTIONNAIRE INCLUDED:				Y OR N		Y		Y		Y	
FORMS:				Y OR N		Y		Y		Y	

Low Bid as specified.

Attest:
(*Bid Opening conducted via a Go-To Meeting)
Scott Carruthers
Sue Riesterer
Kristine Kallek
Jackie Ahlstrom

MaryBeth Murz,
Purchasing Manager



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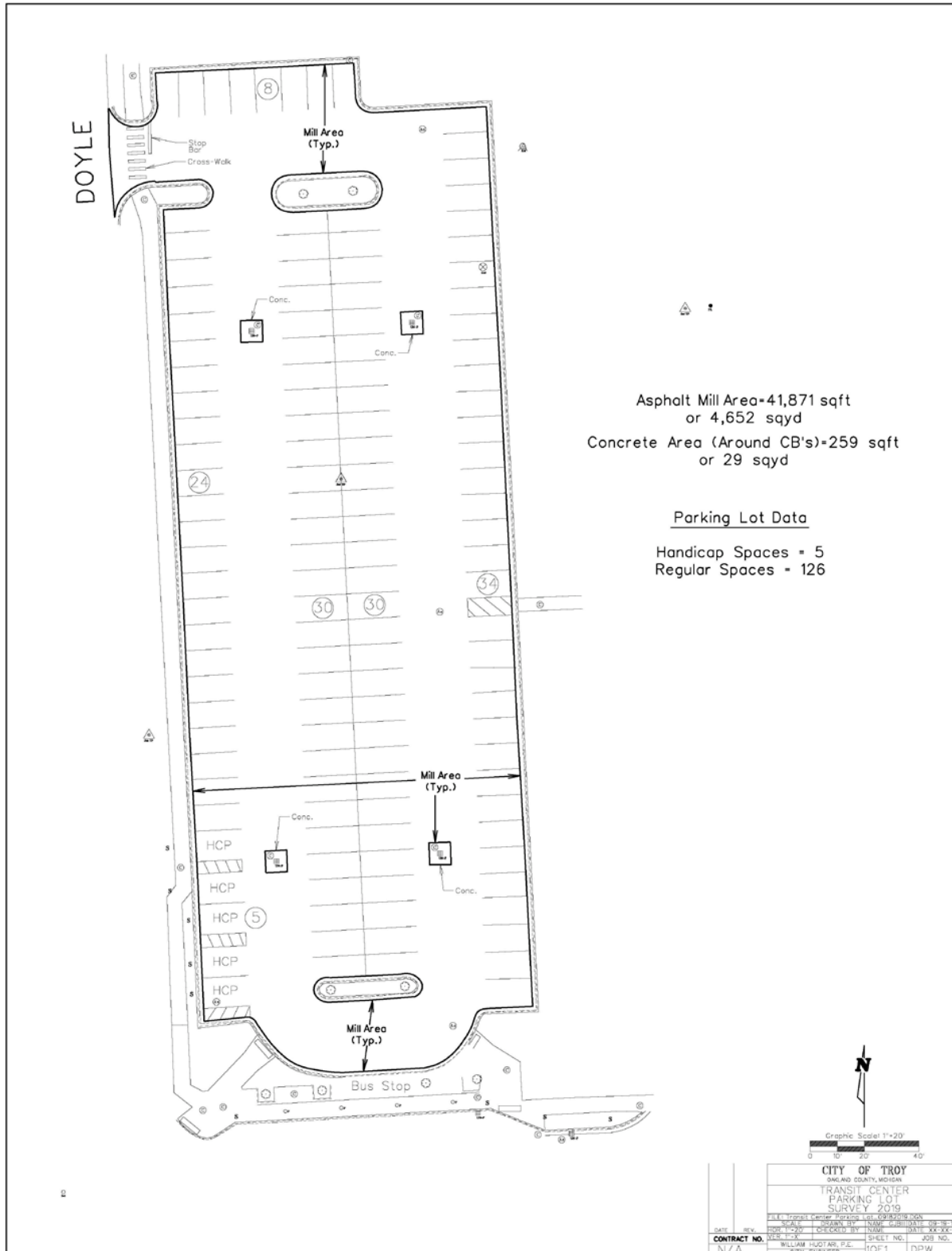
CITY COUNCIL AGENDA ITEM





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CITY COUNCIL AGENDA ITEM





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CITY COUNCIL AGENDA ITEM

Date: July 6, 2020

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Assistant City Manager
R. Brent Savidant, Community Development Director
William J. Huotari, City Engineer

Subject: Private Agreement – Contract for Installation of Municipal Improvements
Grace Corner Medical Office Building - Project No. 19.928.3

History

Grace Corner, LLC proposes to develop the Grace Corner Medical Office Building located at the NW corner of Square Lake and Dequindre Roads.

Troy Planning Commission granted preliminary site plan approval on September 10th, 2019.

Site grading and utility plans for this development were reviewed and recently approved by the Engineering Department. The plans include municipal improvements, which will be constructed by Grace Corner, LLC on behalf of the City of Troy including: Water Main, Sanitary Sewer, Storm Sewer, Underground Detention System, and Concrete Approaches. The required fees and refundable escrow deposits in the form of a Performance Bond and 10% Cash, that will assure completion of the municipal improvements, have been provided by Grace Corner, LLC (see attached Private Agreement).

Financial

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

Recommendation

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

City Of Troy

Contract for Installation of Municipal Improvements (Private Agreement)

Project No.: **19.928.3**

Project Location: **SE 1/4 OF SECTION 1**

Resolution No:

Date of Council Approval:

This Contract, made and entered into this **15th** day of **May, 2020** by and between the City of Troy, a Michigan Municipal Corporation of the County of Oakland, Michigan, hereinafter referred to as "City" and **Grace Corner, LLC** whose address is **3495 Rochester Road, Troy, MI 48083** and whose telephone number is **248-752-2318** hereinafter referred to as "Owners", provides as follows:

FIRST: That the City agrees to permit the installation of **Water Main, Sanitary Sewer, Storm Sewer, Underground Detention System, and Concrete Approaches** in accordance with plans prepared by **J.A.D. Services** whose address is **5119 Highland Road, Suite 201, Waterford, MI 48327** and whose telephone number is **248-739-9955** and approved prior to construction by the City in accordance with City of Troy specifications.

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

Refundable escrow deposit equal to the estimated construction cost of \$ **223,970.00**. This amount will be deposited with the City in the form of (check one):

Cash/Check ☐

Certificate of Deposit & 10% Cash ☐

Irrevocable Bank Letter of Credit & 10% Cash ☐

Performance Bond & 10% Cash ☒

☐

☐

☐

☒

} 10% Cash

22,397

Refundable cash deposit in the amount of \$ **47,019.00**. This amount will be deposited with the City in the form of (check one):

Cash ☐

Check ☒

Non-refundable cash fees in the amount of \$ **650.00**. This amount will be paid to the City in the form of (check one):

Cash ☐

Check ☒

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

City Of Troy

Contract for Installation of Municipal Improvements (Private Agreement)

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

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

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

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

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed in duplicate on this 26th day of June, 2020.

OWNERS

By:

 V.P.

Its: ANTOINE KASPO


Please Print or Type

Its: _____

Please Print or Type

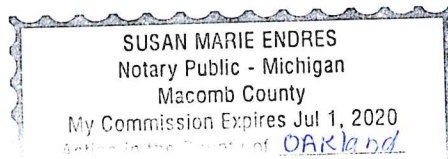
STATE OF MICHIGAN, COUNTY OF OAKLAND

On this 26TH day of June, A.D. 2020, before me personally appeared Antoine Kaspo known by me to be the same person(s) who executed this instrument and who acknowledged this to be his/her/their free act and deed.



NOTARY PUBLIC, MACOMB, Michigan

My commission expires: 7-1-20
Acting in Oakland County, Michigan



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

CITY OF TROY

By:

Ethan Baker, Mayor

M. Aileen Dickson, City Clerk

STATE OF MICHIGAN, COUNTY OF OAKLAND

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

NOTARY PUBLIC, _____, Michigan

My commission expires: _____
Acting in _____ County, Michigan



Project Construction

Permit No: PPC19.928.3

Engineering Department

TO SCHEDULE INSPECTION CALL

INSPECTION LINE: (248) 680-7221

500 W. Big Beaver Road

Troy, Michigan 48084

Hours: Mon-Fri 8am - 4:30pm

Fax: (248) 524-1838

www.troymi.gov

NOTE: A Minimum of 24 hour notice for inspection shall be provided prior to construction.

Location
43037 DEQUINDRE
88-20-01-476-032 Lot:
Subdivision: Acreage
Project No:

Permittee/Owner
GRACE CORNER LLC
3495 ROCHESTER
TROY MI 48083

Issued: 07/01/2020 Expires:

FOR INFORMATION REGARDING THE ISSUANCE OF THIS
PERMIT, CONTACT THE CITY OF TROY ENGINEERING
DEPARTMENT AT (248) 524-3383

Applicant
3495 ROCHESTER
TROY MI 48083

Work Description: New Medical Building

Stipulations: UNDERGROUND PARKING LOT DETENTION SYSTEM

Work will meet all codes and inspections.

Category	Permit Item	Acreage/Qty
Escrow Deposits	Sanitary Sewers	30,910.00
Escrow Deposits	Water Mains	33,775.00
Escrow Deposits	Storm Sewers	69,285.00
Escrow Deposits	Pavement	20,000.00
Escrow Deposits	Detention Basin	59,000.00
Escrow Deposits	Temporary Access Road	1,000.00
Escrow Deposits	Grading	10,000.00
Cash Fees (Non-Refundable)	Water Main Testing/Chlorination PA2	97.00
Cash Deposits (Refundable)	Construction Engineering (CE)	222,970.00
Cash Deposits (Refundable)	Sidewalks	200.00
Cash Deposits (Refundable)	ROW Restoration	500.00
Cash Deposits (Refundable)	Repair & Maintenance-Public Streets	1.00
Cash Deposits (Refundable)	Punchlist & Restoration	222,970.00

Amount Due: **0.00**
PAID IN FULL



Project Construction

- 1) Secure a permit from the City of Troy prior to the commencement of construction or maintenance operations. If a subcontractor is to perform the construction or maintenance entailed in this application, he shall be responsible, along with the applicant, for any provisions of this application and plans which apply to him.
 - 2) Any and all construction proposed under this application will meet all requirements of the City, together with the Supplemental Specifications set forth on this application for permit.
 - 3) Save harmless the City against any and all claims for damage arising from operations covered by this application and furnish proof of insurance coverage for the term of the permit issued. Insurance coverage shall be for general liability, property damage and workman's compensation at limits deemed acceptable to the City of Troy. The City of Troy to be named as additional insured on the general liability.
 - 4) Surrender the permit herein applied for and surrender all rights there under whenever notified to do so by the City of Troy because of its need for the area covered by the permit or because of a default in any of the conditions of this permit.
 - 5) Immediately remove, alter, relocate or surrender the facility of which this application is granted if requested by the City of Troy to do so upon termination of this application and upon failure to do so, will reimburse the City of Troy for the cost of removing, altering or relocating the facility.
- SUPPLEMENTAL SPECIFICATIONS:**

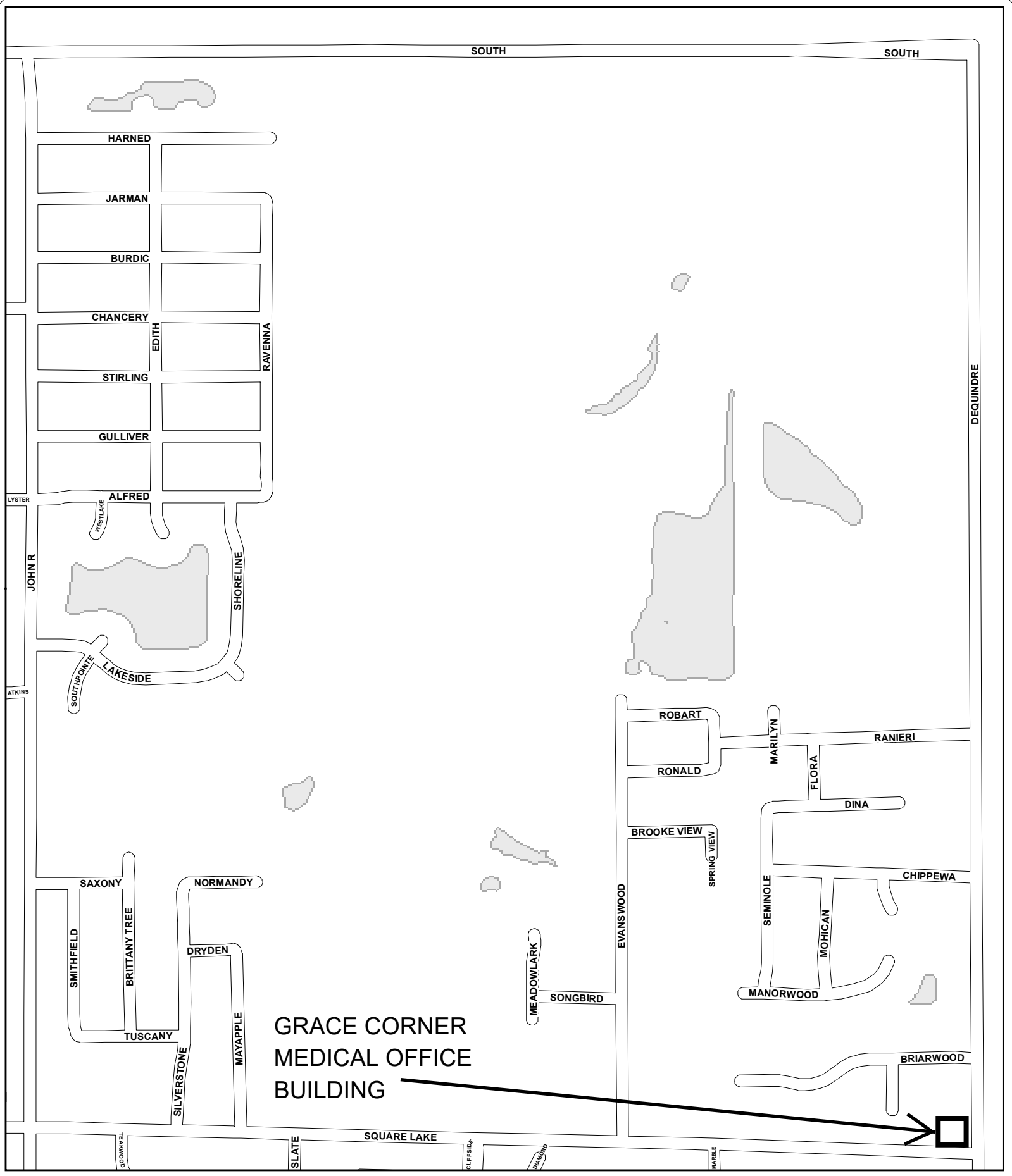
- 1) **INTENT:** Since a permit will have to be secured from the City prior to the start of any construction or maintenance operations proposed by this application, it is the intent of these supplemental specifications to be incorporated as part of the plans or specifications required for this proposed work.
- 2) **EXCAVATION AND DISPOSAL OF EXCAVATED MATERIAL:** The City shall specify if trenches or excavations under or adjacent to the road surface shall be sheeted, shored and/or braced in such a manner as to prevent caving, loss, or settlement of foundation material supporting the pavement. Excavated material shall be stocked in such locations that it does not obstruct vision on the traveled portion of the road and in such a manner that it will interfere as little as possible with the flow of traffic. Sod and topsoil shall be stocked separately from other excavated material. The applicant shall dispose of all surplus and unsuitable material outside of the limits of the highway unless the permit provides for disposal at approved locations within the right-of-way. In the latter case, the material shall be leveled and trimmed in an approved manner.
- 3) **BACKFILLING AND COMPACTING BACKFILL:** All trenches, holes and pits, where specified, shall be filled with sound earth or with sand-gravel if so provided, placed in successive layers not more than six (6) inches in depth, loose measure, and each layer shall be thoroughly compacted by tamping and all backfill subject to check by the Controlled Density Method (minimum 95%). Grass shall be restored with sod and topsoil in accordance with the City of Troy Standard Specifications for Turf Restoration.

Sand-gravel backfill material shall consist of approved bank-run sand or gravel or a mixture of approved sand or stone screenings in the mixture. All of the material shall be of such size that it will pass through a screen having two and one-half (2 ½) inch square openings, unless otherwise authorized.

Any excavation within the right-of-way, outside the traveled portion of the road, must be maintained until all settlement has occurred and must be re-shaped and temporarily seeded for soil erosion control. Grass areas shall be restored in accordance with the City of Troy Standard Specifications for Turf Restoration.

All excavation within the traveled portion of the road must be backfilled with sand and compacted. Special requirements are to be determined by the surface type.

- 4) **CROSSING ROADBED BY TUNNELING:** When the pipe is installed by tunneling, boring or jacking without cutting the existing pavement, the backfill shall be made by tamping a dry mix of lean concrete into place so as to completely fill any voids, remaining around the installation. The concrete shall be composed of one (1) part Portland cement and ten (10) parts sand-gravel by volume. Sand-gravel shall conform to the requirements given in Paragraph 3.
- 5) **CROSSING BY CUTTING GRAVEL ROAD:** All trenches are to be backfilled with approved material to within twelve (12) inches of the surface within the limits of the roadbed. Backfill methods will be as described in Paragraph 3. All surplus excavated material will be disposed of as described in Paragraph 2. The top twelve (12) inches within the roadbed will be backfilled with eight (8) inches of 4A limestone or slag topped with four (4) inches of processed road gravel (MDOT 22A). Trenches outside of the roadbed will be backfilled in accordance with Paragraph 3.
- 6) **CROSSING BY CUTTING PAVEMENT AND TRENCHING:** When this method is used, the pavement shall be cut back so that the opening is at least twelve (12) inches wider on each side than the width of the trench. In all concrete surfaces or bases, edges of trenches shall be formed by the use of a concrete saw. The pavement shall be broken in such a manner as to allow the reinforcing steel, if any, to protrude a sufficient distance for lapping or tying with similar reinforcement in the pavement patch. Backfill shall be in accordance with Paragraph 3. After the backfill has been thoroughly compacted, the pavement shall be replaced with processed road gravel (MDOT 22A) stabilized with chloride until such time as the pavement can be replaced with new pavement by the permit licensee. Maintenance of the temporary pavement will be assumed by the City if the contractor fails to do so and cost incurred will be deducted from the permit licensee's deposit.
- 7) **DEPTH OF COVER MATERIAL:** Pipes shall be placed to a depth that will provide not less than four (4) feet of cover between the top of roadway surface and the pipe.
- 8) **TREE TRIMMING OR REMOVAL:** A special permit will be required for any proposed tree trimming or removal.
- 9) Any proposed operation in the right-of-way not covered in the above specifications, submitted with this application shall be done in accordance with additional specifications or instructions deemed necessary by the City or its duly authorized representatives.
- 10) The following must be attached to the application when applicable: a} Map; b} Plans, specifications and location of facility; c} Traffic plan in cases of street closure; d} Proof of insurance; e} City Council resolution granting a franchise or permit to operate a cable television system, telecommunications system or to install other public utilities in the City of Troy.



GRACE CORNER
MEDICAL OFFICE
BUILDING





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P-02a

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Date: July 7, 2020

To: Honorable Mayor and City Council Members

From: Lori Grigg Bluhm, City Attorney
Allan T. Motzny, Assistant City Attorney
Julie Quinlan Dufrane, Assistant City Attorney
Nicole F. MacMillan, Assistant City Attorney

Subject: 2nd Quarter 2020 Litigation Report

The following is the quarterly report of pending litigation and other matters of interest. **Developments during the SECOND quarter of 2020 are in bold.**

A. ANATOMY OF THE CASE

Once a lawsuit has been filed against the City or City employees, the City Attorney's office prepares a memo regarding the allegations in the complaint. At that time, our office requests authority from Council to represent the City and/or the employees. Our office then engages in the discovery process, which generally lasts for several months, and involves interrogatories, requests for documents, and depositions. After discovery, almost all cases are required to go through case evaluation (also called mediation). In this process, three attorneys evaluate the potential damages, and render an award. This award can be accepted by both parties, and will conclude the case. However, if either party rejects a case evaluation award, there are potential sanctions if the trial result is not as favorable as the mediation award. In many cases, a motion for summary disposition will be filed at the conclusion of discovery. In all motions for summary disposition, the Plaintiff's version of the facts are accepted as true, and if the Plaintiff still has failed to set forth a viable claim against the City, then dismissal will be granted. It generally takes at least a year before a case will be presented to a jury. It also takes approximately two years before a case will be finalized in the Michigan Court of Appeals and/or the Michigan Supreme Court.

B. ZONING CASES

These are cases where the property owner has sued for a use other than that for which the land is currently zoned and/or the City is suing a property owner to require compliance with the existing zoning provisions.

1. International Outdoor, Inc. v City of Troy. On February 3, 2017, International Outdoor, Inc. filed this lawsuit in the Federal District Court for the Eastern District of Michigan challenging the constitutionality of the City's sign ordinance. International argues, among other things, that since the City does not require permits for temporary signs or special event signs, the permit



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requirement to erect a billboard is a content based restriction, allegedly in violation of the 2015 Reed v. Town of Gilbert U.S. Supreme Court case. According to International, the ordinance is unconstitutional and should not have been applied as a basis to deny the permits for its requested billboards. International states it is seeking injunctive and declaratory relief and money damages, but the complaint does not request any specific remedy. However, the case was filed under 42 U.S.C. Section 1983, which allows for the recovery of attorney fees if the plaintiff prevails on any aspect of the case. The lawsuit was assigned to Judge George Caram Steeh. The City filed a motion to dismiss. A hearing on the motion was scheduled for June 26, 2017. On June 30, 2017, the Court entered its order granting in part and denying in part the City's motion to dismiss. The Court granted the City's motion to dismiss Count II of the complaint, which alleged the Sign Ordinance contained content based restrictions imposed without a compelling government interest. However, the Court denied the City's motion as to Count I, which alleged the variance provisions of the Sign Ordinance constituted an unconstitutional prior restraint because it gives the Building Code Board of Appeals unbridled discretion in deciding a variance request. The City filed a motion for reconsideration, which is still pending with the Court. On December 20, 2017, the Court entered its order denying the motion for reconsideration, but clarifying that the Court had not made a final decision on the validity of Troy's Sign Ordinance. The City must now file an answer to Count I of the complaint. The City filed its answer, and the parties are now engaging in discovery. Discovery is continuing. Plaintiffs scheduled depositions of former and select current members of the Building Code Board of Appeals, and the City objected. Plaintiff then filed a motion to compel the depositions, to which the City responded. The Court issued an order stating that there would not be oral argument on the motion, so we are now waiting for the Court's decision concerning these depositions. The Court denied Plaintiff's motion to compel depositions. Plaintiff has now filed a motion for summary judgment, and the City's response is due October 11th. The City filed a response to the motion for summary judgment and a cross motion for summary judgment in favor of the City. A hearing on both the Plaintiff's motion and the City's motion was held on January 16, 2019. On January 18, 2019, the Court issued its opinion and order denying Plaintiff's motion for summary judgment and granting the City's motion for summary judgment. The Court entered a final judgment in the case in favor of the City. Plaintiff has now filed an appeal with United States Court of Appeals for the Sixth Circuit in Cincinnati, Ohio. Plaintiff also filed a motion in the District Court, claiming entitlement to attorney fees based on the Court's rulings, some of which were favorable to the Plaintiff, even though the case was dismissed in favor of the City. The City timely responded to this motion, which is still pending. As required by the Sixth Circuit Court of Appeals, the parties participated in an unfruitful mediation conference call on March 6, 2019. Afterwards, the Sixth Circuit established its appellate briefing schedule, requiring Plaintiff's brief to be filed on or before April 29, 2019, and the City's response is due May 28, 2019. On April 1, 2019, District Court Judge Steeh issued his opinion and order denying the Plaintiff's motion for attorney fees. Plaintiff has filed a second appealing to challenge the denial of attorney fees. On motion of the Plaintiff, the second appeal was consolidated with the initial appeal and the briefing schedule was amended. Plaintiff filed its appellate brief, and the City timely filed its response. The case has been scheduled for oral argument on October 16, 2019 before the U.S. Court of Appeals for the Sixth Circuit in Cincinnati. The Court heard oral arguments on October 16, 2019, and the parties are now waiting for the Court to issue its opinion. As of March 31, 2020, the Court



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had not yet issued an opinion. **The parties are still waiting for the Court to issue an opinion.**

2. Crossroads v. City of Troy and City of Troy v. Troy Building Code Board of Appeals. Plaintiff filed this lawsuit against the City, challenging the City's sign ordinance and also the City's sign moratorium. Plaintiff argues that three billboard sign permits were improperly rescinded as a result of the moratorium. The City has filed an answer and affirmative defenses. A scheduling conference was held on October 22, 2018. The Plaintiff filed a motion for partial summary judgment on one count of its 3 count complaint and the City filed a response. On January 17, 2019, Assigned Eastern District of Michigan Judge George Caram Steeh entertained arguments on the motion for partial summary judgment. On January 22, 2019, the Court entered its order denying Plaintiff's motion for partial summary judgment and granting the City's request to dismiss Count III of the complaint. Count III was dismissed on the basis the Plaintiff failed to exhaust its administrative remedies by failing to appeal the decision of the City's Zoning and Compliance Specialist to suspend the sign permits to the Building Code Board of Appeals. The parties are now engaging in discovery on the remaining two counts. In June 2019, Plaintiff filed an appeal with the Building Code Board of Appeals challenging the decision of the City's Zoning and Compliance Specialist suspending the sign permits. On September 4, 2019, the Building Code Board of Appeals granted the Plaintiff's application and reversed the decision to suspend the sign permits on the basis the language of the moratorium was not applicable to the three signs in question because the permits had already been issued. On September 25, 2019, the City filed an appeal from the Building Code Board of Appeals decision with the Oakland County Circuit Court. The appeal was assigned to Judge Hala Jarbou. In light of this appeal, the Court entered a stipulated order adjourning the scheduled court dates. The City's appellate brief in the Oakland County Circuit Court case was filed on December 23, 2019. Appellee briefs were filed by the Plaintiff and on behalf of the BCBA on January 16, 2020 in the Oakland County Circuit Court case. The City's reply brief was filed by January 30, 2020, with oral argument scheduled for February 5, 2020 in the Oakland County Circuit Court Case. On February 7, 2020, Circuit Court Judge Jarbou issued an opinion and order dismissing the appeal. The City then filed a motion for reconsideration, which was denied by Judge Jarbou on March 2, 2020. Based on this decision, which would allow Crossroads to construct three billboards and would still allow Crossroads to seek damages in its federal case, the parties negotiated a settlement agreement. Pursuant to the agreement, Crossroads will be allowed to construct two of its three proposed billboards and waive any right to construct the third one. Crossroads also agrees to dismiss its federal case with prejudice and without costs, damages or attorney fees. The City Council approved the settlement agreement. The Attorney for Crossroads has advised that his client will sign the agreement and then it will be mailed to the City Attorney's Office. **Crossroads approved the settlement agreement and on May 4, 2020, the Court entered a stipulated order dismissing the case with prejudice and without costs to any party. This case is now concluded.**



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3. Tollbrook, LLC v City of Troy. Tollbrook submitted an application for a rezoning of three parcels on McClure, from one family residential zoning to Big Beaver Form Based District zoning. This application was proposed as a straight rezoning request, and was denied by Troy City Council, consistent with the recommendation from the Planning Commission. Tollbrook then submitted a use variance application, asking the Troy Zoning Board of Appeals to grant a use variance, allowing the properties to be used for any use permitted under the Big Beaver zoning district. The Zoning Board of Appeals denied the requested use variance on November 19, 2019. Tollbrook then filed a combined Claim of Appeal and Complaint, which was assigned to Oakland County Circuit Court Judge Jeffrey Matis. The Claim of Appeal section of Tollbrook's pleading challenges the Zoning Board of Appeals denial of the requested use variances. Judge Matis immediately issued an Order Dismissing the Complaint, allowing only the Claim of Appeal to proceed under the Court's appellate jurisdiction. Tollbrook then filed a Motion for Reconsideration of the dismissal of the Complaint, and the City responded. The City also filed a Motion for Consolidation of this case with a similar case filed by Tollbrook West (see below), which was granted, and the cases were consolidated by court order. The parties fully briefed Tollbrook's Motion for Reconsideration and oral argument is scheduled for May 13, 2020. **The Court issued an Opinion and Order affirming the dismissal Plaintiff's Complaint. The appeal portion of the case will proceed in the normal course, which includes both parties filing briefs in accordance with the Michigan Court Rules. Plaintiff's brief is due 28 days after the record on appeal is transmitted to the Circuit Court; the City's brief will be due 21 days after Plaintiff's brief is filed. Plaintiff also filed and served a new complaint alleging the claims that were dismissed as a result of Court's motion severing the appeal and the substantive claims.**
4. Tollbrook West LLC. v City of Troy. Tollbrook West submitted an application to rezone two parcels located at 3109 Alpine and an adjacent vacant parcel from R-1B to Big Beaver District zoning. This straight rezoning application was denied by the Troy City Council on July 22, 2019, consistent with the Planning Commission recommendation. Tollbrook West then submitted a use variance application, asking the Troy Zoning Board of Appeals to grant a use variance, allowing the properties to be used for any use permitted under the Big Beaver zoning district. The Zoning Board of Appeals denied the requested use variance on November 19, 2019. Tollbrook West then filed a combined Claim of Appeal and Complaint, which was assigned to Oakland County Circuit Court Judge Daniel P. O'Brien. The Appeal section of Tollbrook West's pleading challenges the Zoning Board of Appeals denial of the requested use variances. In the Complaint portion of its pleading, Tollbrook West alleges three claims that stem from the City Council's denied rezoning- a takings claim in violation of the Fifth Amendment of the Constitution, a substantive due process violation (Count II) claim, and a claim under 42 U.S.C. Section 1983 (Count III). The City of Troy filed a motion to consolidate this case with the case assigned to Judge Matis (see above) which was ultimately accomplished. Subsequently, the City filed a Motion to Dismiss which has been fully briefed by the parties and is pending before Judge Matis with a hearing date of May 13, 2020. **The Court issued an Opinion and Order dismissing Plaintiff's Complaint.**



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The appeal portion of the case will proceed in the normal course, which includes both parties filing briefs in accordance with the Michigan Court Rules. Plaintiff's brief is due 28 days after the record on appeal is transmitted to the Circuit Court; the City's brief will be due 21 days after Plaintiff's brief is filed. Plaintiff also filed and served a new complaint alleging the claims that were dismissed as a result of Court's motion severing the appeal and the substantive claims.

5. Eureka Building Inc. v City of Troy. Eureka Building Inc. challenges the recent denial of a requested rezoning. Eureka owns three parcels of property located at 5395 Rochester Road in the City of Troy, and desires to have the current zoning changed. Initially, Eureka submitted a conditional rezoning request, requesting rezoning from R-1C (one family residential) to RT (medium density attached residential). With this request, Eureka wanted three separate buildings with up to four attached units in each building, but they would construct no more than ten total attached units. The Troy City Council denied the conditional rezoning request in July 2019. After the denial of this conditional rezoning request, Eureka submitted an application for a straight rezoning of the three parcels from one family residential zoning (R-1C) to one family attached zoning (RT). The Troy City Council denied the straight rezoning request at its February 10, 2020 meeting. This lawsuit follows that denial. Plaintiff's lawsuit alleges that the City of Troy violated its substantive due process rights under the Michigan Constitution and also the 5th and 14th Amendments of the United States Constitution. Plaintiff also alleges that City Council's decision was arbitrary and capricious and not rationally related to the governmental interest of protecting public health, safety, and welfare. Plaintiff asserts that its rezoning request is consistent with the City's Master Plan and satisfies all of the criteria set forth in the City's Zoning Ordinance concerning rezoning, specifically Section 16.03(C)(1-5). Plaintiff also argues that the current zoning is "unconstitutional" because it "interferes with Plaintiff's legitimate use" of the property.

This case was filed in Oakland County Circuit Court and assigned to Judge Leo Bowman. However, due to the nature of the issues raised, where Eureka relies on federal law, the City intends to remove this case to the United States District Court in compliance with the Court rules. That removal is due on or before April 9, 2020. **This case was timely removed to United States District Court on April 3, 2020. In lieu of filing an Answer to the Complaint, the City filed a Motion to Dismiss the Complaint as its first responsive pleading.**

C. EMINENT DOMAIN CASES

These are cases in which the City wishes to acquire property for a public improvement and the property owner wishes to contest either the necessity or the compensation offered. In cases where only the compensation is challenged, the City obtains possession of the property almost immediately, which allows for major projects to be completed.

There are no pending eminent domain cases for this quarter.



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D. CIVIL RIGHTS CASES

These are cases that are generally filed in the federal courts, under 42 U.S.C. Section 1983. In these cases, the Plaintiffs argue that the City and/or police officers of the City of Troy somehow violated their civil rights.

1. Adam Community Center v. City of Troy et. al. and U.S. v. City of Troy- Plaintiff filed this lawsuit against the City of Troy, the Troy City Council, the Troy Planning Commission, the Troy Zoning Board of Appeals, and each of the individual members of the Troy Zoning Board of Appeals, challenging the ZBA denial of significant variance requests for the property at 3565 Rochester Road. Plaintiff needed these variances to have a place of worship, plus a library, gym, and banquet center. Plaintiff's eleven count complaint argues that the City of Troy, the Troy City Council and the Troy Planning Commission, as the entities responsible for Troy's zoning ordinance, violated ADAM's Constitutional First and Fourteenth Amendment rights (Exercise of Religion, Freedom of Speech and Freedom of Assembly), ADAM's Fifth Amendment Rights, the Religious Land Use and Institutionalized Persons Act (RLUIPA), and also ADAM's Michigan Constitutional Rights. ADAM argues that there is no other Islamic house of worship in the City, and therefore the City and/or the Defendants violated their First Amendment Rights and RLUIPA. Plaintiff's lawsuit also alleges that the City and the individual ZBA members engaged in discrimination in denying ADAM's variance requests. Plaintiff also asserts that there were procedural irregularities at the June 19, 2018 public hearing which allegedly entitle ADAM to injunctive and declaratory relief, as well as compensatory and punitive damages. Specifically, ADAM is seeking a Court order overriding the ZBA's variance denials and the City's zoning regulations for churches, plus damages. The City filed a motion to dismiss as its first responsive pleading, seeking dismissal of the entire case, and/or dismissal of some of the claims and defendants. On March 12, 2019, the Court entertained oral argument on the motion, and the parties are now waiting for a written decision from U.S. District Court Judge Nancy Edmunds, who is the presiding judge for this case. On April 4, 2019, the Court granted in part and denied in part the City's Motion for Dismissal. Plaintiff's state law claims were dismissed by Court order. The case is now proceeding through discovery. On September 19, 2019, the United States of America filed a lawsuit against the City in the United States District Court for the Eastern District of Michigan alleging RLUIPA violations. In its complaint, the United States claims it is basing its claim on the City's treatment of Adam Community Center in its effort to establish a place of worship in the City. The U.S. is seeking injunctive and declaratory relief. The case was assigned to Federal District Court Judge Paul Borman, and then consolidated with the ADAM case, handled by Judge Nancy Edmunds. The Court scheduled a settlement conference for the two consolidated cases for December 17, 2019. On October 16, 2019 and October 21, 2019, two of the individual ZBA members were dismissed from



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the case with Plaintiff's consent. Motions to dismiss the remaining individual ZBA members were filed on November 25, 2019 and November 26, 2019, and the Court scheduled its hearing on the summary judgment motions for January 15, 2020. The Court cancelled the hearing date on the motion to dismiss the individual defendants and rescheduled the hearing for March 4, 2020. After the oral argument, the parties are waiting a decision from the Court. Discovery is continuing on the case filed by the United States. **The parties are continuing with discovery, including the scheduling of depositions.**

E. PERSONAL INJURY AND DAMAGE CASES

These are cases in which the Plaintiff claims that the City or City employees were negligent in some manner that caused injuries and/or property damage. The City enjoys governmental immunity from ordinary negligence, unless the case falls within one of four exceptions to governmental immunity: a) defective highway exception, which includes sidewalks and road way claims; b) public building exception, which imposes liability only when injuries are caused by a defect in a public building; c) motor vehicle exception, which imposes liability when an employee is negligent when operating their vehicle; d) proprietary exception, where liability is imposed when an activity is conducted primarily to create a profit, and the activity somehow causes injury or damage to another; e) trespass nuisance exception, which imposes liability for the flooding cases.

1. Barnwell v. City of Troy et al. This suit was filed in Oakland County Circuit Court, and assigned to Judge Phyllis McMillen. Troy is one of several municipalities to be sued as a result of the massive rainstorm that occurred on August 11, 2014. Plaintiffs have asked for a class action certification to allow all Troy persons damaged by flooding to also make claims. In this lawsuit, the named Defendants are Troy and the Oakland County Water Resources Commissioner (and especially the George W. Kuhn Retention facility (GWK RTF)). This lawsuit is very similar to lawsuits filed against Royal Oak, Madison Heights, Clawson, Oak Park, Hazel Park, Berkley, Huntington Woods, Ferndale, and Pleasant Ridge. The City filed a timely answer to the complaint, and the case is now in the discovery phase. The Court has issued a discovery order, governing all of the currently pending Oakland County flooding cases. The parties are currently engaging in the discovery process. This case is still in the discovery phase. The first phase of discovery is complete, and the City has reviewed all notice of claims. The Court has set a deadline for raising any legal issues about the claims that cannot be resolved prior to that time. After the latest status conference, the Court issued a scheduling order, setting deadlines for the parties to file motions concerning notices of claims. On November 2, 2018, the Court heard oral argument on a motion filed by Oakland County challenging the notice of claims. On November 20, 2018, the Court filed an opinion and order, denying Oakland County's Motion. On December 7, 2018, Oakland County filed a claim of appeal, which is pending. Oakland County's appeal is still pending, but the parties are also exploring facilitation of the case, as required by the Court's order staying the proceedings. The parties have scheduled a facilitation starting September 16, 2019. The City participated in the facilitation, which did not resolve the claims. Although Troy's case is stayed at this time, the Court held a conference on December 10, 2019 for all attorneys on a companion case involving most of the other municipal defendants. Although Troy's case remains stayed, several of the other municipal defendants



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have companion cases filed by Hanover Insurance Company that are not stayed. All of the parties continue the settlement dialogue. **The parties have verbally negotiated a proposed global settlement of all cases, and are preparing a written document for presentation to the municipal defendants for approval.**

2. Tschirhart v. Troy- Plaintiff filed this wrongful death lawsuit against the City, claiming that the City and individual City employees and contractors were responsible for the drowning death of Plaintiff's son, Shaun Tschirhart, at the Community Center pool on April 15, 2015. Shaun was a swimming in the pool that day as part of a Friendship Club activity, and unfortunately suffered a seizure while swimming. Plaintiff's complaint alleges gross negligence, and an alleged failure to properly screen, train, and supervise City employees. The case is assigned to Oakland County Circuit Court Judge Daniel O'Brien. As its first responsive pleading, the City filed a motion for dismissal, arguing that Plaintiff had failed to assert a viable claim against the City. This motion is pending before the Court. The Court denied the City's motion, and the City immediately filed a claim of appeal with the Michigan Court of Appeals, challenging the denial of governmental immunity. A timely brief on appeal will be filed once the Court issues a briefing schedule. The City's brief on appeal is due February 7, 2019. A timely brief on appeal was filed by the City of Troy Defendants. Plaintiff's brief on appeal is expected to be filed by April 12, 2019. The briefs have been submitted, and the parties are waiting for the Court to schedule oral argument. Oral argument was held on December 6, 2019 in the Court of Appeals. On December 17, 2019, the Court issued an Opinion and Order reversing the trial court's decision, agreeing with the City that summary disposition should have been granted to the City of Troy and the individually named Troy defendants. The Court, however, remanded the case to the trial court, allowing Plaintiff an opportunity to seek leave to amend her Complaint. Plaintiff filed an application for leave to appeal with the Michigan Supreme Court. The parties fully briefed the issues presented and are now awaiting the Court's decision whether or not to grant Plaintiff's requested application for leave to appeal. **The Supreme Court has not yet issued a decision on the application for leave.**
3. Cioroiu v. City of Troy – Plaintiff's mother, acting as next of friend, has filed a Complaint against the City of Troy alleging negligent maintenance of a sidewalk at/near Big Beaver and Livernois. The claim stems from an incident that occurred on May 26, 2018, where Plaintiff alleges that he flipped his bike as a result of a discontinuity in the sidewalk. Plaintiff alleges that he fractured his clavicle and suffered kidney pain. The case is assigned to Judge Hala Jarbou in Oakland County Circuit Court. The parties have commenced the discovery process. The parties have completed depositions in this case. The City filed a motion for summary disposition, requesting that the Court dismiss the case under the open and obvious doctrine. It is scheduled for hearing on October 9, 2019. The Court granted the City's Motion for Summary Disposition under the open and obvious doctrine, and dismissed the case. Plaintiff subsequently filed an appeal with the Michigan Court of Appeals. Plaintiff—Appellant's brief is due in April. The City will file a timely response thereafter. **Mr. Cioroiu filed his brief and reply brief to the City's timely response. The parties are waiting for the Court of Appeals to schedule oral argument.**



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F. MISCELLANEOUS CASES

1. Michigan Association of Home Builders; Associated Builders and Contractors of Michigan; and Michigan Plumbing and Mechanical Contractors Association v. City of Troy – The Plaintiffs filed a complaint for Declaratory and Injunctive Relief in the Oakland County Circuit. On the date of filing the Plaintiffs also filed a Motion for Preliminary Injunction and Order to Show Cause. The Plaintiffs allege that the City of Troy has violated Section 22 of Michigan's Stille-DeRossett Hale Single State Construction Code Act by collecting fees for building department services that are not reasonably related to the cost of providing building department services. They are alleging that the City of Troy has illegally entered into a contract with Safe Built of Michigan, Inc. for building services that provides that 20% of each building permit fee be returned to the City to cover services that are not "reasonably related to the cost of building department services," as required by state statute. The Plaintiffs also assert a violation of the Headlee Amendment, arguing that the 20% returned to the City is a disguised tax that was not approved by voters. The Plaintiffs are asking for a declaratory judgment, as well as a return of any "surplus" building department service funds collected to date. Plaintiffs also request an order requiring the City to reduce its building department fees. The City of Troy was served with the Complaint and the Motion for Preliminary Injunction and Order for Show Cause on Wednesday, December 15, 2010. The parties were required to appear at Court on Wednesday, December 22, 2010, but the Court did not take any action at that time. Instead, the Court adjourned the matter to January 19, 2011. In the interim, the parties may engage in preliminary discovery in an attempt to resolve this matter. The parties are conducting discovery. The parties have completed discovery. Trial in this matter is scheduled for January 30, 2012. After being presented with motions for summary disposition, the Court ordered the parties to engage in mediation with a neutral municipal audit professional. Financial documents concerning this case are now being reviewed by an independent CPA. It is expected that the April 19, 2012 trial date will be postponed until after this review is complete. Mediation was unsuccessful in resolving this case, and therefore the Court is expected to issue an order on the pending Summary Disposition Motions. The trial date has been adjourned. On November 13, 2012, Oakland County Circuit Court Judge Shalina Kumar issued her order in favor of the City, and dismissed this case. Plaintiffs filed an appeal, which is now pending in the Michigan Court of Appeals. Appellant's brief is expected to be filed soon. The parties timely filed their appellate briefs, and are now waiting for the Court of Appeals to schedule a date for oral argument. The Court of Appeals has not yet scheduled oral argument for this case. The parties are still waiting for a date for oral argument. Oral argument was held on March 4, 2014. On March 13, 2014, the Court of Appeals issued its opinion ruling in the City's favor and affirming the Circuit Court's decision dismissing the case. On April 23, 2014, Plaintiff Home Builders filed an Application for Leave to Appeal with the Michigan Supreme Court. Troy's response was filed on May 19, 2014. The Michigan Supreme Court considered the application for leave to appeal and ordered that the matter be scheduled for oral argument. The Court also permitted the parties to submit supplemental briefs, which are due October 29, 2014. The City timely filed its supplemental brief with the Michigan



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Supreme Court. The parties are now waiting for the Court to set a date for oral argument on the application. The Michigan Supreme Court entertained oral arguments on the application for leave to appeal on March 11, 2015. On June 4, 2015, the Michigan Supreme Court reversed the decisions of the Court of Appeals and the Circuit Court and ruled there was no requirement for Plaintiffs to exhaust their administrative remedies. The case was remanded to Circuit Court for further proceedings. A status conference was held on June 18, 2015 with Judge Kumar. During the status conference, Judge Kumar scheduled a hearing for September 2, 2015, allowing the parties to address the issues that were previously raised in the motion for summary disposition but were not decided since the case was initially dismissed for failure to exhaust administrative remedies. At the hearing on September 2, 2015, Judge Kumar allowed Plaintiffs to request additional discovery within 30 days. Thereafter, both parties are allowed to file supplemental briefs. Supplemental briefs have been filed and we are awaiting a decision. On February 5, 2015, Judge Kumar issued her opinion and order ruling in favor of the City and dismissing the case. Plaintiffs filed a Claim of Appeal with the Michigan Court of Appeals on February 23, 2016. The Plaintiffs and the City have both filed appellate briefs. Based on our request, the Michigan Municipal League Legal Defense Fund, Public Corporations Section of the State Bar of Michigan, Michigan Townships Association and also Safe Built have filed a motion asking for permission to file amicus briefs supporting the City's position. The Michigan Association of Realtors has sought permission to file an amicus brief supporting Plaintiffs' position. The Plaintiffs filed a reply brief. We are waiting for the Court of Appeals to rule on the motions for amicus briefs and to schedule a date for oral argument. Oral argument has not yet been scheduled. The parties presented oral arguments on September 7, 2017. On September 28, 2017, the Court of Appeals entered a two to one decision affirming the Circuit Court's grant of summary disposition in favor of the City. The Plaintiffs have filed an application for leave to appeal to the Michigan Supreme Court. The City timely filed an answer to the application. Additionally, the Michigan Municipal League's Legal Defense Fund, the Government Law Section of the State Bar of Michigan, and the Michigan Townships Association filed a motion to file an amicus curiae brief with the Supreme Court, supporting the City's position and asking for a denial of the application for leave to appeal. The Court granted the request for MML's amicus brief on January 5, 2018, and the brief was accepted for filing. The Michigan Realtor's Association filed a motion to file an amicus brief on behalf of Plaintiff Home Builders on February 23, 2018. On June 20, 2018, the Michigan Supreme Court entered an order granting the Michigan Realtor's Association's motion to file a brief amicus curiae. The Court also ordered that oral arguments be scheduled on Plaintiff's application for leave to appeal, and established a schedule for submitting supplemental written briefs. The Court accepted an amicus brief from the Michigan Health and Hospital Association and the Michigan Society of Association Executives, which was drafted by the attorney representing the Home Builders. The parties are now waiting for the Supreme Court to schedule oral argument. On December 19, 2018, the Michigan Manufacturers Association filed a motion to file a brief amicus curiae, and attached its proposed brief to the motion. On December 21, 2018, the Supreme Court granted the motion and accepted the brief that was submitted on December 19, 2018 for filing. The Michigan Supreme Court presided over the oral argument on March 7, 2019. After oral argument, the Court granted a motion to file a late amicus curiae brief. The City filed a response seeking to address the arguments raised in that brief and attached a proposed response. On April 5, 2019, the Court granted the City's motion to file a



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response to the amicus curiae brief and accepted the City's response for filing. The parties are now waiting for the Supreme Court to issue its opinion. On July 11, 2019, the Michigan Supreme Court entered its decision holding that the use of the revenue generated by the City's building inspection fees to pay the Building Department's budgetary shortfalls in previous year's violates the State Construction Code Act. The Court reversed the decisions of the Court of Appeals and the Circuit Court and remanded the case back to the Circuit Court for further proceedings. On remand the City can still present evidence to justify the retention of a portion of the fees. The Court permitted additional discovery, as requested by Plaintiff, and the City has responded to the numerous discovery requests. The Plaintiffs sought additional discovery, which the City objected to. The Plaintiffs then filed a motion to compel additional discovery and the City filed a response to the motion. The parties resolved the motion without a hearing with a stipulated order in which the City agreed to provide some additional information, which has now been provided. The Plaintiffs have now indicated they would like to take some depositions. Because of the Emergency Declaration, and the difficulty in conducting depositions, Plaintiff filed a motion to extend the discovery deadline, and the City has not objected to this Motion. **The Court has scheduled a new trial date.**

2. Roumayah Consulting, LLC and Kevin Roumayah v City of Troy. Plaintiff Roumayah LLC is the master tenant for property at 33611 Dequindre Road in Troy that it subleases for use by caregivers registered under the Michigan Medical Marihuana Act (MMMA) to cultivate medical marihuana. Plaintiff Kevin Roumayah is a registered caregiver under MMMA and uses one of the suites at 33611 for a medical marihuana grow operation. The Plaintiffs filed a lawsuit in Oakland County Circuit Court challenging the validity of the City of Troy Medical Marihuana Grow Operation License Ordinance, Chapter 104 that went into effect May 3, 2018. Plaintiffs claim they are entitled to injunctive relief because: 1) the ordinance is a zoning ordinance that was not adopted in accordance with the Michigan Zoning Enabling Act (MZEa); 2) the Plaintiffs have a valid nonconforming use under the MZEa; 3) the ordinance results in a taking of Plaintiffs property without just compensation and due process; 5) the ordinance deprives Plaintiffs of equal protection under the law; and 6) the ordinance is invalid because it is preempted by the MMMA. The Plaintiffs are seeking a declaratory judgment that the ordinance is invalid and an injunction to preclude enforcement of the ordinance. The case was assigned to Oakland County Circuit Court Judge Leo Bowman. Plaintiffs' request for a temporary restraining order and/or preliminary injunction was denied by the Court on June 13, 2018. The case is now in the discovery phase. During the pendency of this case, the Michigan Court of Appeals issued an opinion in a separate case that directly addressed the issue of whether a municipal ordinance is preempted by the MMMA. That case was appealed to the Michigan Supreme Court. The Supreme Court's decision on that appeal will have a direct impact on the outcome of this case. Thus, the Plaintiff and the City stipulated to a stay of proceedings pending the outcome of the appeal to the Michigan Supreme Court. On December 12, 2018, Judge Bowman issued an order to stay the proceedings. On January 23, 2019, the Michigan Supreme Court granted the township's application for leave to appeal in the other case, as mentioned above, so the Supreme Court will likely determine whether a municipal ordinance is preempted by the MMMA. The parties are still waiting for the Michigan Supreme Court to issue its decision in the Byron Township case. The oral argument in the Byron Township case was scheduled for October 3, 2019. The Supreme Court has not yet



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issued its opinion in this case. As of March 31, 2020, the Supreme Court has not issued its opinion in the Byron Township case. **The Supreme Court issued its opinion in DeRuiter v. Byron Township on April 27, 2020, which was favorable to the municipal defendant.**

3. **Thomas Darling v. City of Troy.** Plaintiff Thomas Darling filed this Whistleblower lawsuit against the City of Troy on October 10, 2019. It is assigned to Oakland County Circuit Court Judge Daniel P. O'Brien. Darling was the City's former finance director, and was terminated on July 15, 2019. He argues that his termination resulted from his participation in the 2016 Craig Lange investigation of Brian Kischnick and his assistance with the Plante & Moran forensic engagement. This case will be primarily handled by outside labor counsel/ insurance counsel. The City timely filed its answer to the complaint. The parties are conducting discovery. **The parties are continuing with the exchange of discovery and scheduling depositions.**
4. **Gjokaj v City of Troy.** Plaintiff filed this claim and delivery action in the 52-4 District Court seeking return of handguns seized by the Troy Police. The Police responded to Troy Beaumont Hospital where Plaintiff was being evaluated for mental health reasons, and made some statements that led to the confiscation of his firearms for public safety and Plaintiff's family. The case was assigned to Judge Hartig. The City filed an answer to the complaint and an answer to Plaintiff's motion for possession. On May 20, 2020, at the hearing on the motion, Plaintiff provided additional information from his psychiatrist, and the Court entered an order requiring the return of his firearms. This case is now concluded.

G. CRIMINAL APPEALS/ DISTRICT COURT APPEALS

These are cases involving an appeal from a decision of the 52-4 District Court in an ordinance prosecution case.

There are no pending Criminal Appeals/ District Court Appeals at this time.

H. ADMINISTRATIVE PROCEEDINGS

There are no pending administrative proceedings at this time.

If you have any questions concerning these cases, please let us know.

June 17, 2020

Honorable Mayor and City Council Members
City of Troy
500 W. Big Beaver Road
Troy, Michigan 48084

Enclosed is the engagement letter for the **City of Troy** for the year ended June 30, 2020. *Government Auditing Standards* (as amended) require that we communicate, during the planning stage of an audit, certain information to the City Council. This information includes the auditors' responsibilities in a financial statement audit, including our responsibilities for testing and reporting on compliance with laws and regulations and internal control over financial reporting. The engagement letter includes the items which must be communicated to the City Council.

Therefore, please make copies of the attached engagement letter and forward the copies to City Council.

Please sign and return the enclosed copy of the attached engagement letter to us at your earliest convenience.

Sincerely,

Rehmann Loborn LLC

Enclosures

June 17, 2020

Honorable Mayor and City Council Members
City of Troy
500 W. Big Beaver Road
Troy, Michigan 48084

We are pleased to confirm our understanding of the services we are to provide the *City of Troy* (the "City") for the year ended June 30, 2020.

We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of the City as of and for the year ended June 30, 2020. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI) such as management's discussion and analysis (MD&A), to supplement the City's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion nor provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis
2. Schedules Required by GASB 67 & GASB 68 - Pension Plans
3. Schedules Required by GASB 74 & 75 - OPEB Plan

We have also been engaged to report on supplementary information other than RSI, such as combining and individual fund financial statements, that accompanies the City's basic financial statements. We will subject the supplementary information to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves and other additional procedures, in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole.

Rehmann is an independent member of Nexia International.



The following other information accompanying the basic financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and for which our auditor's report will disclaim an opinion:

1. Introductory section of the Comprehensive Annual Financial Report
2. Statistical section of the Comprehensive Annual Financial Report

Audit Objectives

The objective of our audit is the expression of opinions as to whether the City's basic financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the basic financial statements taken as a whole. Our audit of the City's financial statements does not relieve management or those charged with governance of their responsibilities. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of the City and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the City's financial statements. Our report will be addressed to the City Council of the City. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs to our report. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with management in advance. If circumstances occur and come to our attention related to the condition of the City's records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, or we become aware that information provided by the City is incorrect, incomplete, inconsistent, misleading, contains material omissions, or is otherwise unsatisfactory which in our professional judgment prevent us from completing the audit or forming an opinion on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawing from the engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with laws, regulations, and the provisions of contracts or grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The reports on internal control and compliance will each include a paragraph that states that the purpose of the report is solely to describe the scope of testing of internal control over financial reporting and compliance, and the result of that testing, and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance and that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering internal control over financial reporting and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the City is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

The concept of materiality is inherent in the work of an independent auditor. An independent auditor places greater emphasis on those items that have, on a relative basis, more importance to the financial statements and greater possibilities of material error than with those items of lesser importance or those in which the possibility of material error is remote. For this purpose, materiality has been defined as "the magnitude of an omission or misstatement of accounting and financial reporting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would have been changed or influenced by the omission or misstatement."

Audit Procedures and Our Responsibilities—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the City or to acts by management or employees acting on behalf of the City. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, creditors, and financial institutions. We may request written representations from the City's attorneys as part of the engagement, and they may bill the City for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from management about the financial statements and related matters.

We have advised the City of the limitations of our audit regarding the detection of fraud and the possible effect on the financial statements (including misappropriation of cash or other assets). We can, as a separate engagement, perform extended procedures specifically designed to potentially detect defalcations. Management acknowledges that the City has not engaged us to do so and does not wish to do so at this time.

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. As part of the audit, we will assist with the preparation of the City's financial statements and related notes. Management will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and that management has reviewed and approved the financial statements and related notes prior to their issuance and has accepted responsibility for them. Management agrees to assume all management responsibilities for any nonaudit services we provide; oversee the services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, and/or experience to oversee any nonaudit services we provide; evaluate the adequacy and results of these or other nonattest services provided by our Firm; and understand and accept responsibility for the results of such services.

We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management functions or responsibilities.

Audit Procedures - Internal Controls

Our audit will include obtaining an understanding of the City and its business environment, including internal control over financial reporting, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing and extent of further audit procedures that are appropriate in the circumstances. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control, or to identify significant deficiencies or material weaknesses in internal control, or to express an opinion on the effectiveness of internal control over financial reporting. Accordingly, we will express no such opinion. However, during the audit, we will communicate to the appropriate level of management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*. These matters refer to significant matters related to the financial statement audit that are, in our professional judgment, relevant to the responsibilities of those charged with governance in overseeing the City's financial reporting process. When applicable, we are responsible for communicating certain matters required by laws or regulations, or by additional requirements that may be applicable to this engagement. Auditing standards generally accepted in the United States of America do not require the independent auditor to design or perform procedures for the purpose of identifying other matters to communicate with those charged with governance. Management is responsible for assessing the implications of and correcting any internal control-related matters brought to the City's attention by us.

Audit Procedures - Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Management Responsibilities

Management is solely and completely responsible for designing, implementing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including ongoing monitoring activities; to help ensure that appropriate goals and objectives are met; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with an acceptable financial reporting framework. Management is responsible for determining, and has determined, that the applicable and appropriate financial reporting framework to be used in the preparation of the City's financial statements is accounting principles generally accepted in the United States of America (GAAP).

Management is also solely and completely responsible for making all financial records and related information available to us and for ensuring that financial information is reliable and properly recorded. Management is also responsible for providing us with (1) access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request from management for the purpose of the audit, and (3) unrestricted access to persons within the City from whom we determine it necessary to obtain audit evidence.

Management's responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

We understand that management will provide us with such information required for our audit, including a reasonably adjusted trial balance, and that management is responsible for the accuracy and completeness of that information. Assistance provided by our Firm in the preparation of a reasonably adjusted trial balance is considered an additional billable service.

We will advise management and the City Council, as necessary, about appropriate accounting principles and their application and may assist in the preparation of the City's financial statements, but the ultimate responsibility for the financial statements remains with management with oversight by those charged with governance. As part of our engagement, we may propose standard, adjusting, or correcting journal entries to the City's financial statements. Management is responsible for reviewing the entries, understanding the nature of any proposed entries and the impact they have on the financial statements, and the implications of such entries on the City's internal control over financial reporting. Further, the City is responsible for designating a qualified management-level individual to be responsible and accountable for overseeing these nonattest services.

Management is responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Management's responsibilities include informing us of its knowledge of any allegations of fraud, suspected fraud, or illegal acts affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, management is responsible for identifying and ensuring that the City complies with applicable laws, regulations, contracts, agreements and grants and for taking timely and appropriate steps to remedy any fraud, violations of contracts or grant agreements, or abuse that we may report.

Management is responsible for the preparation of the supplementary information that is presented fairly in relation to the basic financial statements. Management agrees to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. Management also agrees to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Management's responsibilities include acknowledging to us in the representation letter that (1) management is responsible for presentation of the supplementary information in accordance with GAAP; (2) that management believes the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) management has disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. Management is also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as management's planned corrective actions for the report, and for the timing and format for providing that information.

During the course of our engagement, we will request information and explanations from management regarding the City's operations, internal control over financial reporting, various matters concerning fraud risk, future plans, specific transactions, and accounting systems and procedures. At the conclusion of our engagement, we will require, as a precondition to the issuance of our report, that management provide certain representations in a written management representation letter.

We are not hosts for any Company information. Management is expected to retain all financial and non-financial information that management uploads to a portal (document sharing site), and management is responsible for downloading and retaining in a timely manner anything we upload. Portals are meant as a method only of transferring and sharing data, and are not intended for the storage of Company information, which may be deleted at any time. Management is expected to maintain control over the Company's accounting systems to include the licensing of applications and the hosting of said applications and data. We do not provide electronic security or back-up services for any of the Company's data or records. Giving us access to the Company's accounting system does not make us hosts of information contained within.

Fees

Our fees for the audit of the financial statements will be as follows:

Comprehensive Annual Financial Statement	\$ 56,800
Downtown Development Authority Financial Statements	3,100
Brownfield Redevelopment Authority Financial Statements	1,800
Local Development Authority Financial Statements	<u>2,000</u>
Total	<u>\$ 63,700</u>

Our invoices for these fees are due and payable as follows:

September 21, 2020	\$ 25,000
October 5, 2020	25,000
Upon report issuance	13,700

This fee is based on the assumption that unexpected circumstances will not be encountered during the audit. This fee is based on anticipated cooperation from the City's personnel, continued readiness and proactive assistance on their part in providing us with complete and accurate information (whether financial or nonfinancial in nature) considered necessary by us to form an appropriate opinion, and the assumption that unexpected circumstances will not be encountered during the audit. Such circumstances include, but are not necessarily limited to significant addition or deletion of funds, component units or related entities and first-time application of significant new professional accounting or auditing pronouncements. In addition, the fee above assumes management will analyze and maintain appropriate support for significant valuation assertions embodied in the financial statements including the valuation of investment securities, the actuarial methods and assumptions used to calculate the net pension and other postemployment benefits liabilities, impairment of capital assets including those held for sale, the valuation of inventories and land held for resale, allowances for uncollectible receivables, and the estimate for incurred-but-not-reported self insurance claims. If significant additional time is necessary, we will discuss the related circumstances with management and arrive at a new fee estimate, which may or may not occur before we incur the additional time. In these circumstances, we may also issue a change order form (an attached example is provided.)

Engagement Administration, and Other

Management shall discuss any independence matters with Rehmann that, in management's judgment, could bear upon Rehmann's independence.

We will provide copies of our reports to the City; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Rehmann and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to a cognizant or grantor agency for audit or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify management of any such request. If requested, access to such audit documentation will be provided under the supervision of Rehmann personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the cognizant agency, oversight agency for audit, or pass-through City. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the parties contesting the audit finding for guidance prior to destroying the audit documentation.

Honorable Mayor and City Council Members
City of Troy
June 17, 2020
Page 8

Our audit engagement and responsibility as auditors ends on delivery of our audit report. Any follow-up services that might be required will be part of a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service.

Government Auditing Standards require that we provide the City with a copy of our most recent external peer review report and any subsequent peer review reports received during the period of the contract. Our 2017 peer review report accompanies this letter.

This engagement letter, including the attached Rehmann Audit Engagement Letter Terms and Conditions which are incorporated herein by reference as if set forth within the body of this engagement letter in their entirety, reflect the entire understanding between us relating to the audit services covered by this agreement. This agreement may not be amended or varied except by a written document signed by both parties. It replaces and supersedes any previous proposals, correspondence, and understandings, whether written or oral. The agreements of the City and Rehmann contained in this document shall survive the completion or termination of this engagement. If any term hereof is found unenforceable or invalid, this shall not affect the other terms hereof, all of which shall continue in effect as if the stricken term had not been included.

We appreciate the opportunity to be of service to the *City of Troy* and believe the arrangements outlined above and in the attached Rehmann Audit Engagement Letter Terms and Conditions accurately summarize the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement, please sign the enclosed copy of this document and return it to us.

Rehmann Lobson LLC

Nathan C. Baldermann, CPA, CGFM
Principal
Executive responsible for supervising the
engagement and signing our report

ACKNOWLEDGED AND ACCEPTED:

This letter correctly sets forth the understanding of *City of Troy*.

Robert C. Maleszyk
Officer Signature

Robert C. Maleszyk
Printed Name

CFO
Title

7/7/2020
Date

Rehmann Audit Engagement Letter and Conditions

ADDITIONAL SERVICES - The City may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with management regarding the scope of the additional services and the estimated separate fees. We also may issue a change order form (an attached example is provided), or a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our attest services will continue to be governed by the terms of this engagement letter.

CODE OF CONDUCT - Management is responsible for identifying any violations by employees of the City's code of conduct.

CHANGES IN STANDARDS, LAWS AND REGULATIONS - We perform services for the City based on present professional standards, laws and regulations. While we may on occasion be able to communicate with management with respect to changes in professional standards, laws and regulations, as a general principle we cannot undertake with clients to advise them of every change that may occur. The City can always obtain reassurance in this regard by contacting us for an updated review of the City's situation.

MANAGEMENT'S REPRESENTATIONS - The procedures we will perform in our engagement and the conclusions we reach as a basis for our report will be heavily influenced by the written and oral representations that we receive from management. Accordingly, false, misleading, incomplete, inconsistent, or omitted representations could cause us to expend unnecessary efforts or could cause material error or a fraud to go undetected by our procedures. In view of the foregoing, the City agrees that we shall not be responsible for any material misstatements in the City's financial statements that we may fail to detect as a result of false, inaccurate, incomplete, inconsistent, or misleading representations that are made to us by management. In addition, the City further agrees to indemnify and hold us harmless for any liability and all reasonable costs, including legal fees, that we may incur as a result of the services performed under this engagement in the event there are false or misleading representations made to us by any member of the City's management.

CLIENT ASSISTANCE - We understand that the City's employees will prepare all cash, accounts receivable, and other confirmations we request and will locate and refile any documents selected by us for testing. In addition, management will provide us with copies of all minutes and other documents that we believe may have a bearing on our evaluation of the City's financial affairs.

WORK SPACE - The City shall provide reasonable work space for Rehmann personnel at audit work sites, as well as occasional clerical support services.

TIMELY DECISIONS AND APPROVALS - The City understands that Rehmann's performance is dependent on the City's timely and effective satisfaction of its own activities and responsibilities in connection with this engagement, as well as timely decisions and approvals by City personnel.

ACCURACY AND COMPLETENESS OF INFORMATION - Management agrees to ensure that all information provided to us is accurate, complete, and consistent in all material respects, contains no material omissions and is updated on a prompt and continuous basis. In addition, management will also be responsible for obtaining all third-party consents, if any, required to enable Rehmann to access and use any third-party products necessary to our performance.

EMAIL - The City acknowledges that (a) Rehmann, the City and others, if any, participating in this engagement may correspond or convey documentation via Internet e-mail unless the City expressly requests otherwise, (b) no party has control over the performance, reliability, availability, or security of Internet e-mail, and (c) Rehmann shall not be liable for any loss, damage, expense, harm or inconvenience resulting from the loss, delay, interception, corruption, or alteration of any Internet e-mail due to any reason beyond Rehmann's reasonable control.

OFFERS OF EMPLOYMENT - Professional standards require us to be independent with respect to the City in the performance of our services. Any discussions that management has with personnel of our Firm regarding employment could pose a threat to our independence. Therefore, we request that management inform us prior to any such discussions so that we can implement appropriate safeguards to maintain our independence.

Neither party shall, during the term of this engagement letter and for one (1) year after its termination, solicit for hire as an employee, consultant or otherwise any of the other party's personnel without such other party's express written consent. If the City desires to offer employment to a Rehmann associate and the associate is hired in any capacity by the City, a market-driven compensation placement fee may apply.

ADDITIONAL FEES AND BILLING POLICIES - It must be understood that the nature of our engagement requires us to exercise our independent professional judgment with respect to various auditing, accounting and related issues. In reaching our conclusions, we must retain the right to judge the nature and scope of the work required in order to conform to professional standards, as well as the work we deem necessary to enable us to reach the conclusions and form the opinions required of us. If our judgment as to the scope of the work required causes us to reassess our estimate of fees for this engagement, we will so advise the City. We reserve the right to refrain from performing additional work (and thereby incurring additional time charges) unless and until the City has confirmed its understanding of, and agreement to, any additional estimated charges.

Our fee estimate is based upon our discussions with management, in which management has disclosed no unusual problems or issues which would require us to conduct an audit of unusual scope or otherwise expend time and effort in excess of that normally anticipated in an engagement of this type. The estimate also assumes that we will have the full cooperation of City personnel, as required, and that there is a reasonable continuity of City personnel familiar with the matters to which our engagement relates. In addition, our fee is based on the experience level of our personnel, at their respective standard hourly rates, performing certain audit procedures at certain timeframes. If we are caused to vary from that planning formula, additional fees will need to be charged to allow for more experienced personnel performing the work, reallocation of our client priority, overtime, etc. Further, management will provide us with the schedules and records that we request (which ordinarily are detailed in a request list in advance of our fieldwork) and that all such schedules and records will be provided to us timely in accordance with the scheduled fieldwork dates, to be mutually agreed upon. If the requested schedules and records are not provided to us in accordance with the scheduled dates and we are unable to continue our work, we will attempt to resume our work as soon as the schedules and records are provided to us and our professionals assigned to the engagement again become available.

As a result of well-publicized events, global economic convergence, and the continued evolution of the accounting profession, accounting and auditing standard setters and regulators are continually evaluating the need for changes that may affect the City. Such changes may result in changes in financial reporting and expanding the nature, timing and scope of activities we are required to perform to provide the services discussed in this letter. Proposed changes and shortened deadlines could result in a reduction of the level of assistance and preparedness the City is able to provide. We expect that our clients may continue to look to us to assist them with these changes. To the extent any changes require us to increase the time required to provide the services described in this letter or to complete new tasks required by such changes, we reserve the right to adjust our fees appropriately. We will endeavor to advise the City of anticipated changes to our fees on a timely basis.

In accordance with our Firm policies, work may be suspended if the City's account becomes 30 days or more overdue and will not be resumed until the account is paid in full or we have a definitive payment agreement approved by our Firm administrator in Saginaw, Michigan. If we elect to terminate our services for nonpayment, our

Rehmann Audit Engagement Letter and Conditions

engagement will be deemed to have been completed even if we have not issued our report. The City will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination.

Our terms and conditions impose a late charge of 1.5% per month, which is an annual percentage rate of 18%. Balances not paid within 30 days of the receipt of invoice are past due and a late charge of 1.5% will be applied to the entire past due amount.

Rehmann now charges a 3% convenience fee on credit card payments.

CLAIMS - Because there are inherent difficulties in recalling or preserving information as the period after an engagement increases, the City agrees that, notwithstanding the statute of limitations of any particular State or U.S. Territory, any claim based on the audit engagement must be filed within 12 months after performance of our service, unless management has previously provided us with a written notice of a specific defect in our services that forms the basis of the claim.

TERMINATION OF SERVICES - We reserve the right to suspend or terminate services for reasonable cause such as failure to pay our invoices on a timely basis or failure to provide adequate information in response to our inquiries necessary for successful performance of our audit services. Our engagement will be deemed to be completed upon written notification of termination, even if we have not completed the audit and issued our signed auditors' report. The City is obligated to compensate us for the time expended to that point and to reimburse us for all out-of-pocket expenditures through the date of termination.

We acknowledge the City's right to terminate our services at any time, and the City acknowledges our right to withdraw at any time, including, but not limited to, for example, instances where, in our judgment, (a) the conditions in the first paragraph of the Audit Objectives section of this letter exist, (b) our independence has been impaired, (c) we can no longer rely on the integrity of management, (d) management (or the Audit Committee, if applicable) fails to reasonably support our efforts to perform the engagement in accordance with what we believe is necessary to comply with professional standards, or (e) a lack of professionalism exhibited by management appears to demonstrate a lack of respect for our personnel such as that evidenced in inappropriate or threatening language/emails, subject in either case to our right to payment for charges incurred to the date of termination or our resignation.

In the event that we determine to resign, and the City seeks damages allegedly resulting from such resignation, our maximum liability to the City in the event we are held liable because of such resignation shall be limited to the fees actually paid to us for current year audit work performed up to the date of resignation.

INITIAL ISSUANCE OF OUR AUDIT REPORT ON FINANCIAL STATEMENTS - If the City intends to publish or otherwise reproduce our audit report on the financial statements and/or make reference to our Firm name, such as for inclusion in an annual report (such as, for example, in a CAFR), prospectus, official statement, or similar disclosure document, including incorporation by reference thereto, the City agrees to provide us with a copy of the final reproduced document for our review and approval before it is distributed, circulated or submitted. Additional fees for issuance or inclusion of our audit report and/or any other reference to our Firm in such other document, will be based on our standard hourly rates.

With regard to electronic dissemination of audited financial statements, including financial statements published electronically on the City's Internet Web site, the City understands that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

SUBSEQUENT REPRODUCTION OF OUR AUDIT REPORT ON FINANCIAL STATEMENTS - If the City decides to include, publish or otherwise reproduce our audit report on the financial statements at a date

subsequent to our original report issuance, such as for inclusion in a Preliminary or Official Statement, an exempt offering in connection with a sale of bonds or notes, or other securities, or in a similar exempt offering or other disclosure document such as a prospectus, official statement, etc. (hereinafter referred to as the "document"), our Firm is presumed not to be associated with such document, and we have no obligation to perform any procedures with respect to such document. In these circumstances, the City agrees to include in such document a statement that Rehmann has not been engaged to perform and has not performed, since the date of our audit report being reproduced, any procedures on the financial statements contained in such document or on any unaudited financial or other information contained in the document, or on the document itself. If, however, management or the City's agent (such as an underwriter, bond counsel, placement agent, financial advisor, broker-dealer, etc.) requests our involvement, thereby causing us to be engaged to or otherwise prepare a written acknowledgement (sometimes referred to as a "consent" or "agree to include") letter prior to including our audit report in such a document, or requests or engages us to assist in preparing or reviewing financial or other information contained in such document, or participate in related oral due diligence meetings or offering discussions, our Firm then becomes associated with the document. In this event, in accordance with professional standards, we will be required to perform certain subsequent events-based or other limited procedures with respect to this or other unaudited information contained in the document shortly before the initial and any subsequent distribution, circulation, or submission. Fees for reissuance or inclusion of our audit report in such a document will be based on our standard hourly rates. If the City wishes to make reference in such a document to our Firm's role in connection with the purpose and dissemination of the document, the caption "Independent Auditors" may be used to title or label that section of the document. In accordance with professional standards, the caption "Experts" should not be used, nor should our Firm be referred to as "Experts" anywhere in the document.

INFORMAL ADVICE - As part of our engagement we may provide advice on operating, internal control over financial reporting and other matters that come to our attention. Informal advice is not considered to be a consulting service unless we have entered into a separate engagement.

THIRD PARTY PROCEEDINGS - As a result of our prior or future services to the City, we might be requested or subpoenaed to provide information or documents to management, a court, a trier of fact, or a third party in a legal, investigative, administrative, mediation, or arbitration or similar proceeding in which we are not a party. If this occurs, our efforts in complying with such requests will be billable to the City as a separate engagement. We shall be entitled to compensation for our time at our standard or special hourly rates and reasonable reimbursement for our expenses (including our legal fees) in complying with this request. For all such requests, we will observe the confidentiality requirements of our profession and will notify management promptly of the request. This paragraph will survive the termination of this agreement for any reason, and will be binding upon successors to the City.

PEER REVIEW - Our Firm, as well as other major accounting firms, participates in a "peer review" program covering our audit and accounting practices. This program requires that once every three years we subject our quality assurance practices to an examination by another accounting firm. As part of the process, the other firm will review a sample of our work. It is possible that the work we perform for the City may be selected by the other firm for their review. If it is, the other firm is bound by professional standards to keep all information confidential. If management objects to having the work we perform for the City reviewed by our peer reviewer, please notify us in writing.

PROMOTIONAL MATERIALS - The City consents to Rehmann's use of your City name and a factual description of the services to be performed by Rehmann under this agreement in Rehmann's advertising and promotional materials and other proposal opportunities.

Rehmann Audit Engagement Letter and Conditions

MEDIATION - If any dispute arises among the parties hereto, the parties agree first to try in good faith to settle the dispute by mediation administered by the American Arbitration Association under its Rules for Professional Accounting and Related Services Disputes before resorting to binding arbitration or litigation. Costs of any mediation proceeding shall be shared equally by all parties.

GOVERNING LAW - This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan, without regard to the principles of conflicts of law thereof.



EXAMPLE CHANGE ORDER

Client: *City of Troy* (the "City")

Date:

Project Description (and estimated completion date, if appropriate):

Estimated Additional Fees: \$_____

We believe it is our responsibility to exceed the City's expectations. This Change Order is being prepared because performance by us of the above project and/or additional service efforts was not anticipated in our original Agreement dated _____. The estimated fees for the above project have been mutually agreed upon by the City and Rehmann. It is our goal to ensure that the City is never surprised by the price for any Rehmann service and, therefore, we have adopted the Change Order Policy. The estimated additional amount above is due and payable upon completion of the project described.

If management agrees with the above project description and the estimated fee amount, please authorize and date the Change Order below. A copy is enclosed for the City's records. Thank you for letting us serve the City.

Agreed to and accepted:

Officer Signature

Printed Name

Title

Date



CliftonLarsonAllen LLP
CLAconnect.com

REPORT ON THE FIRM'S SYSTEM OF QUALITY CONTROL

To the Principals of Rehmann Robson LLC
The National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Rehmann Robson LLC, a member of Rehmann, LLC (the Firm) applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended March 31, 2017. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The Firm is responsible for designing a system of quality control and complying with it to provide the Firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The Firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the Firm's compliance therewith based on our review.

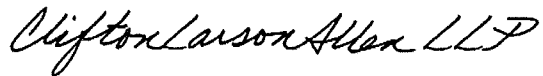
Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards* (including compliance audits under the Single Audit Act), audits of employee benefit plans, an audit performed under the Federal Deposit Insurance Corporation Improvement Act (FDICIA) and examinations of service organizations (SOC 1 and SOC 2 engagements).

As a part of our peer review, we considered reviews by regulatory entities as communicated by the Firm in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Rehmann Robson LLC applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended March 31, 2017, has been suitably designed and complied with to provide the Firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Rehmann Robson LLC has received a peer review rating of *pass*.

A handwritten signature in cursive script that reads "CliftonLarsonAllen LLP".

CliftonLarsonAllen LLP

Minneapolis, Minnesota
September 15, 2017



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL REPORT

Date: July 8, 2020

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Assistant City Manager
Kurt Bovensiepe, Public Works Director

Subject: SOCRRA Drop-Off Center

SOCRRA's Drop-Off Center (DOC) has been closed since March 17, 2020 due to the coronavirus pandemic. Even before the pandemic, the organization had serious concerns about resident safety and traffic control at the DOC. The high volume of residents using these services while large trash and recycling trucks are bringing material into and out of the site has been problematic for a long time. The pandemic has provided the opportunity to reassess how the organization should be operating the DOC and its inherent traffic concerns, while also considering the current social distancing requirements.

SOCRRA's goal was to find a method of providing the DOC services to residents while not interfering with its top priority of providing continuous curbside trash and recycling service. Managing this top priority involves ensuring that the collection contractors' commercial vehicles and trailer trucks have continuous access to the facilities while also minimizing potential COVID-19 exposure to its employees and contractors. If there was a COVID-19 outbreak at this facility, it could potentially cause an additional public health concern with removing and processing refuse from the member communities.

SOCRRA has coordinated several alternatives for residents to use while the DOC is closed and can be found at <https://www.socrra.org/household-hazardous-waste-1>. These alternatives are outlined below. The alternatives provide outlets for almost all the materials that had been previously collected at the DOC. Having these alternatives available allows demand to be spread out over space and time.

- Electronics can be brought to e-Cycle Opportunities (JVS) in Southfield or ERG in Livonia.
- Household Hazardous Waste can be brought to ERG in Livonia.
- Paper, cardboard, scrap metal and paper shredding can be brought to GFL Environmental in Royal Oak.
- Plastic bags can be returned to the Target, Kroger and Kohl's stores located immediately north of the Materials Recovery Facility (MRF), in the Meijer store immediately east of the MRF and at other Target, Kroger, Kohl's and Meijer stores in the area.



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL REPORT

Future plans for the DOC include:

- The DOC will be limited to residents of the SOCRRRA communities and residents of the communities that have made previous arrangements with SOCRRRA (Bingham Farms, City of Bloomfield Hills, Franklin, Rochester and Rochester Hills).
- Use of the DOC will require an appointment. This will allow control of the number of residents on site at any one time. This will begin later in July. Initially, it is anticipated to limit the appointments to six every 30 minutes, which will allow about 450 residents to use the DOC per week. The number of appointments and hours of operation can easily be adjusted up or down as conditions warrant.
- SOCRRRA will discontinue accepting hard to recycle items that cost a significant amount of money to recycle. At the current time, those items include rigid bulky plastics, CDs/DVDs/VHS tapes and plastic bags. SOCRRRA staff will periodically revisit this list to determine if the economics of recycling these materials has changed or if additional items should be added to this list.
- SOCRRRA will conduct at least one annual drop-off event in each member community. The parameters of the drop-off events (type of materials collected, date, times of operation, whether the event will be limited to community residents or open to all SOCRRRA residents, etc. will be determined by the community and SOCRRRA).
- SOCRRRA will continue to use the alternatives previously listed to provide other outlets for most materials collected at the DOC.
- SOCRRRA staff is currently working with Oak Park and Troy to plan drop-off events in July.



500 West Big Beaver
Troy, MI 48084
troymi.gov

P-02d

CITY COUNCIL AGENDA ITEM

Date: July 7, 2020

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Assistant City Manager
Cathleen A. Russ, Library Director

Subject: Library Community Engagement Supplemental Information

History

- Voters approved a five-year, 0.7 mills dedicated library millage on August 2, 2011 and again on November 3, 2015.
- The current library millage will fund the Troy Public Library through the fiscal year that ends on June 30, 2021.
- Voters must renew or replace the library millage in order for the City to continue operating and maintaining the Library beyond June 30, 2021.
- City Council must determine the library millage rate and duration to be presented at the November general election by August 11, 2020, the deadline to approve ballot wording for November 2020.
- City Council approved an agreement with Cobalt Community Research (Cobalt) for library survey research on June 22, 2020. City Council also discussed library funding on June 22 and City staff outlined a preliminary public engagement plan including the survey, possible virtual focus group(s), and virtual town hall meeting(s).

In addition to the Community Survey and Focus Group feedback, we thought it would be beneficial to share with City Council the results of three recent studies.

- The University of Michigan Ross School of Business student consulting group, BOND, selected TPL from a competitive application process as the subject of an Impact Analysis. From January – April 2019, the students studied TPL funding and issued a presentation which compares TPL to several Michigan libraries. They also made funding and staffing recommendations. The presentation made to City Management is attached.
- From February – June 2019, the Library conducted a feasibility study considering renovations for the Youth Services area, which occupies the original 1971 library building. Throughout the course of this study, the Library's consultant, Integrated Design Solutions of Troy, conducted focus groups of parents, caregivers and children, to ascertain what this group of library users would like to see in this space. The recommendations and focus group feedback is attached.
- TPL Community Engagement Staff, in conjunction with the TPL Millennial Advisory Board, surveyed Millennials (ages 23 – 39) from February 5 -March 20, 2020, via an online survey; the goal was ascertaining how people in this age group use the Library, and how TPL's services to this population could be improved. The survey results and comments are attached.



Impact Analysis

Presented By:

Aditi Mahajan	Arun Annamalai
Hridey Sahgal	Michael Zhang
Quinn Favret	Nikhil Yadati
Evan Lipchin	

04/16/2019

Today's Discussion

- Background
- Library Engagement Index
- Decade Analysis
- Cost to Taxpayers
- Appendix

Today's Discussion



Background

Library Engagement Index

Decade Analysis

Cost to Taxpayers

Appendix

BOND Consulting Group planned to analyze two key areas of TPL's operations

Impact Tracking

- Positive Community Impact
- Secure City Funding

Operational Hours

- Improving Hours of Operation
- Opening up on Friday's

Libraries are shifting towards more programs and technology, prompting a decrease in books checked out



Increase In:

- Programs
- Gamification



Decrease In:

- Books
Checked Out

A variety of data sources were analyzed to correlate library services with a positive community impact



Social
Explorer

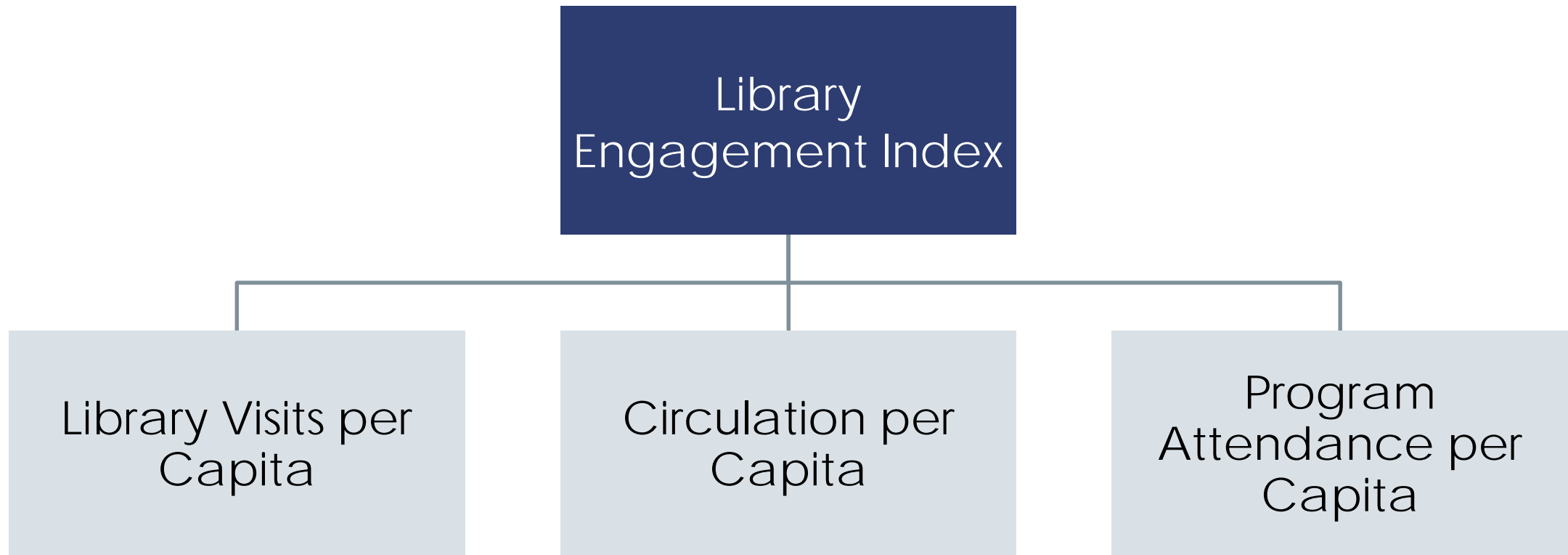
DSLRT

Census
Bureau

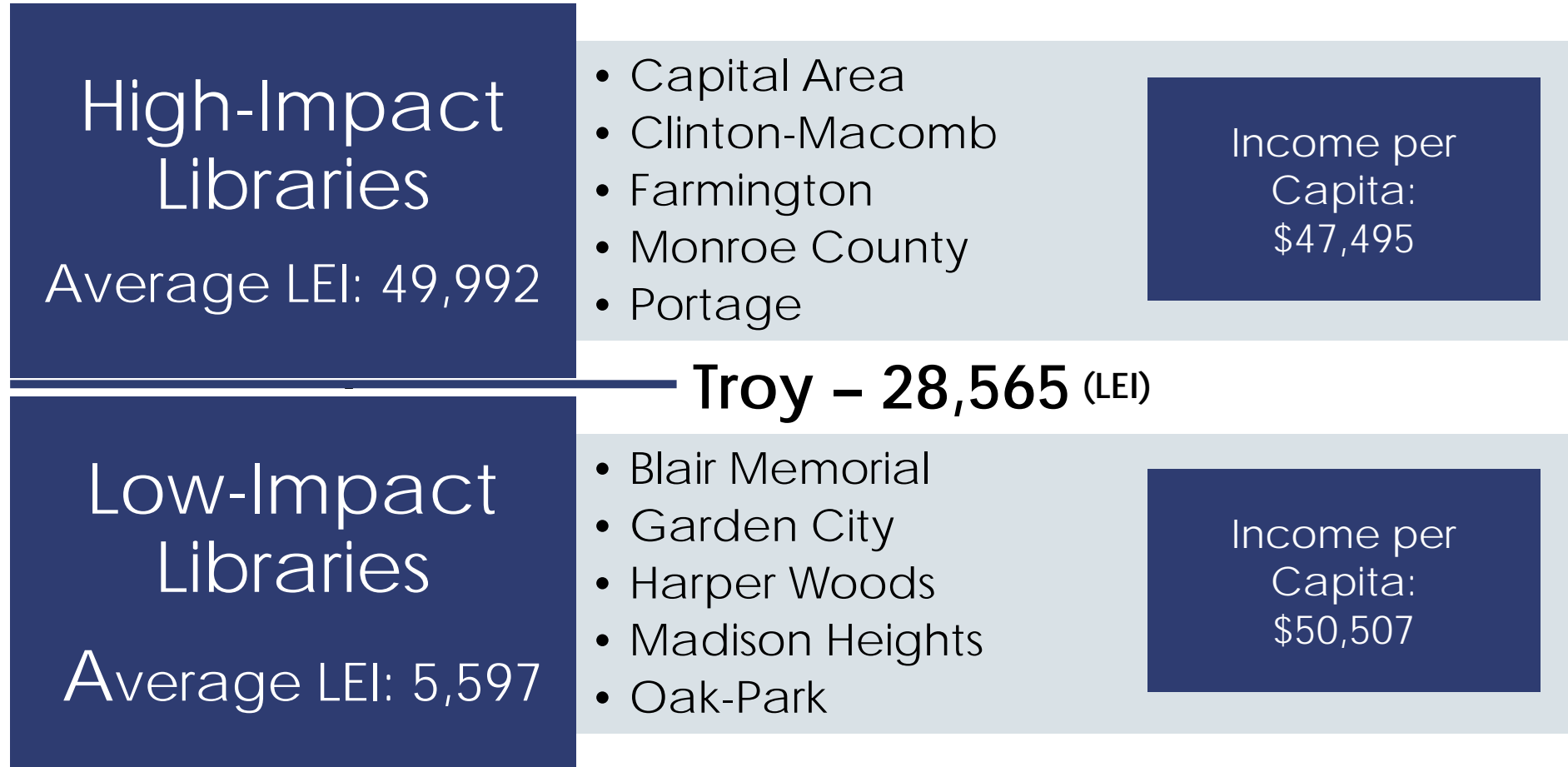
Today's Discussion

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Library Engagement Index (LEI) is derived from three key metrics indicating total activity in the library



High and Low-Impact Libraries in Michigan were determined based on their respective LEI's



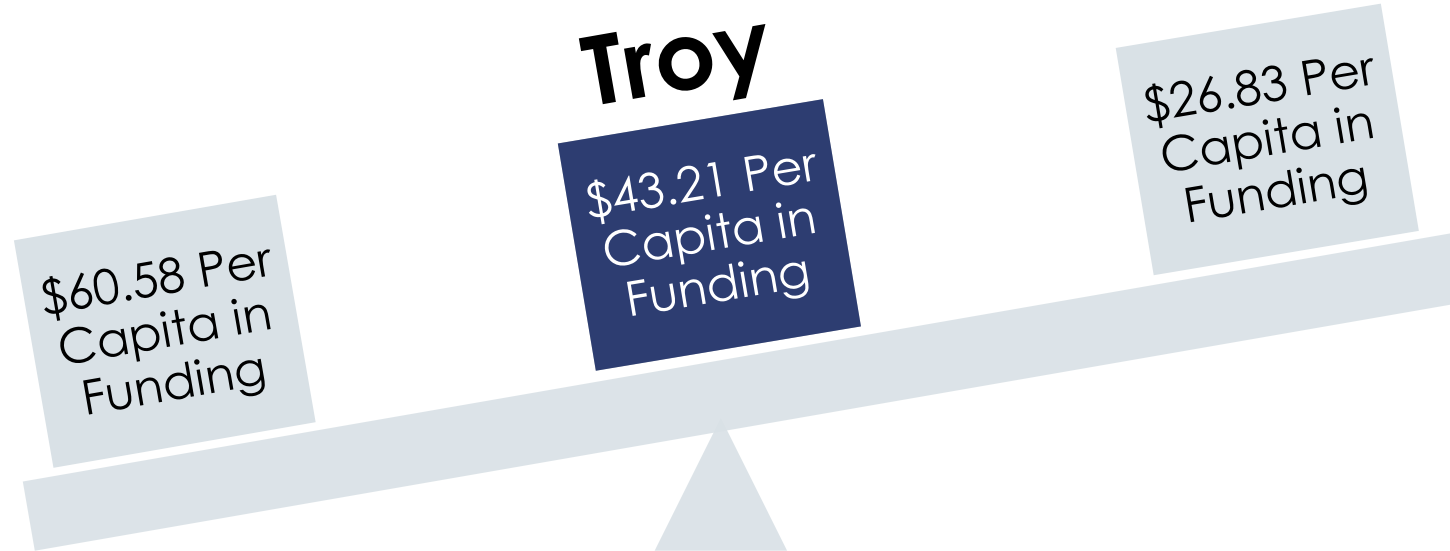
Community indicators show a vast difference between High-Impact and Low-Impact libraries

High School Dropout Rates	-38%
Unemployment	-12%
Property Values (\$300k+)	10.34x
Enrollment in College	+46%

High-Impact libraries receive significantly more funding than Low-Impact libraries

High-Impact
Libraries

Low-Impact
Libraries



High-Impact Libraries are open for more hours and for more days than Low-Impact Libraries

High-Impact Libraries

- 70.6 median hours open per week
- 80% open seven days per week

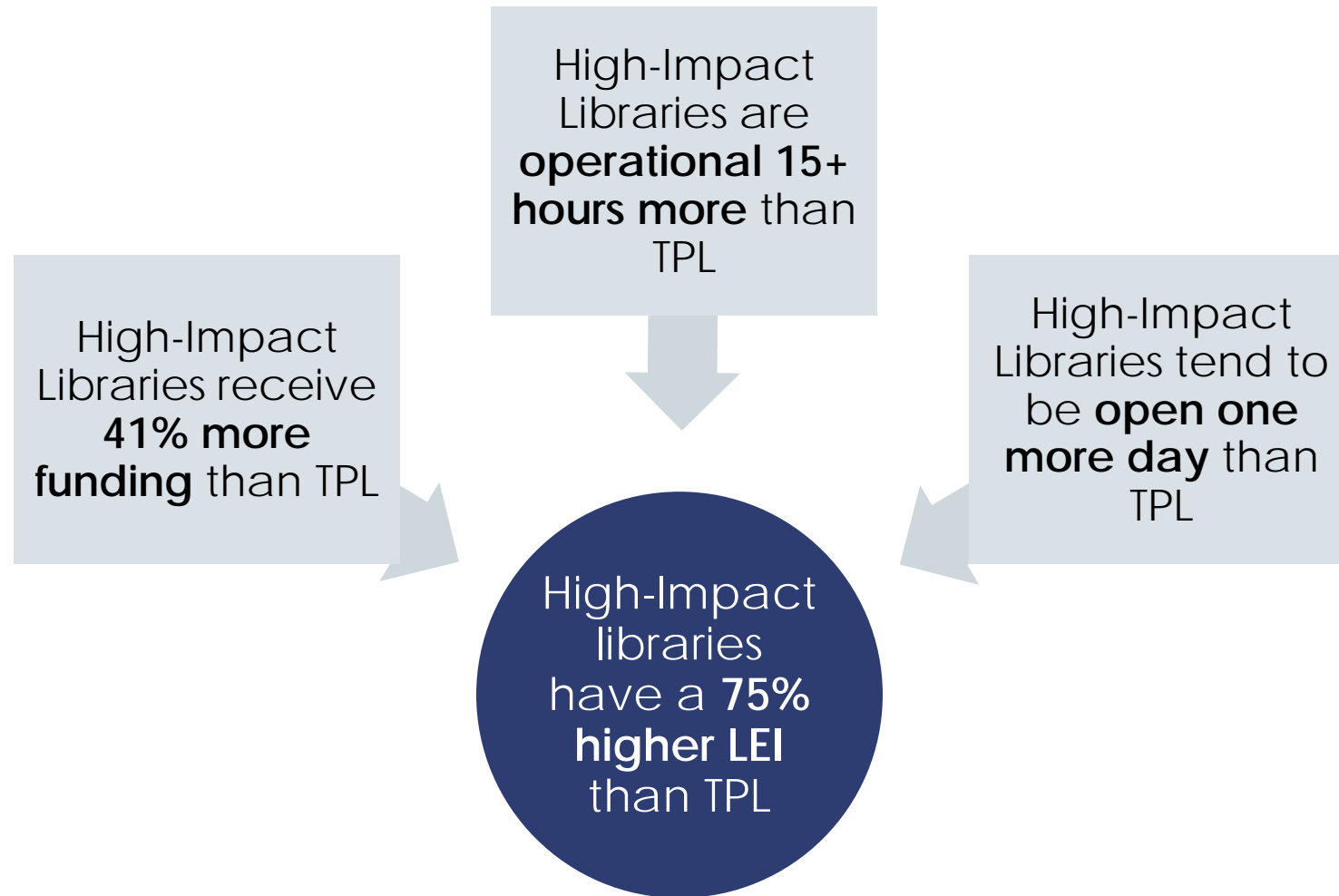
Troy

- 55 hours open per week
- Closed one day per week

Low-Impact Libraries

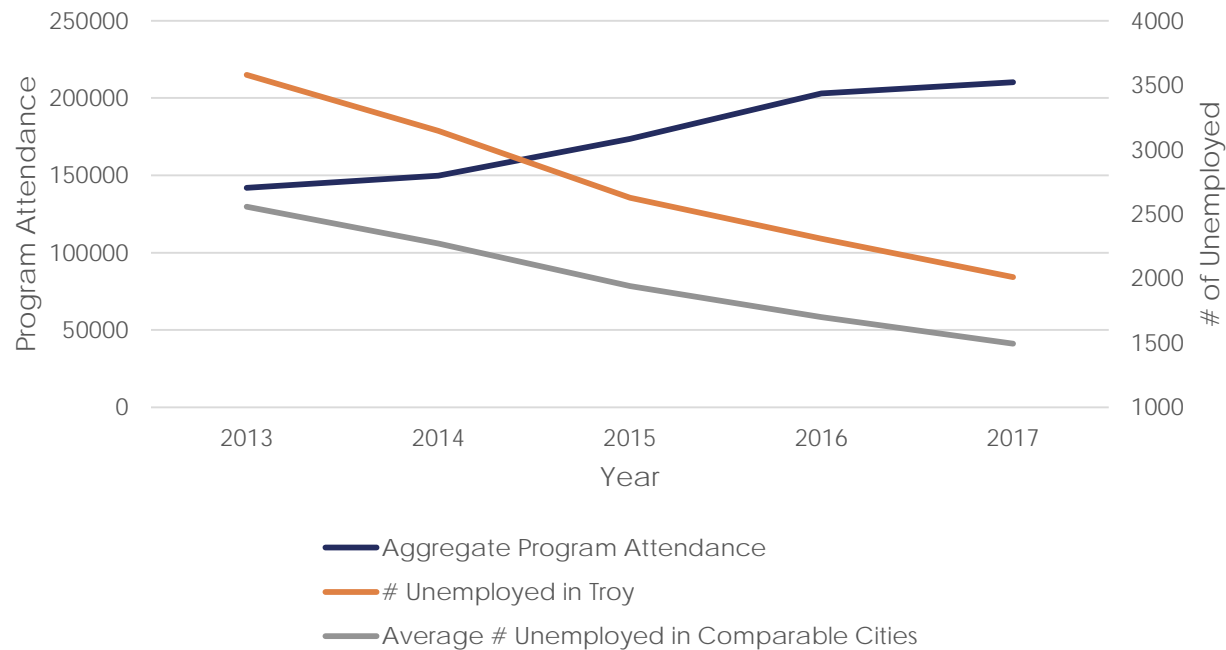
- 47.5 median hours open per week
- All 5 closed one day per week

The main differences between Troy and High-Impact Libraries stem from funding and the operational hours and days

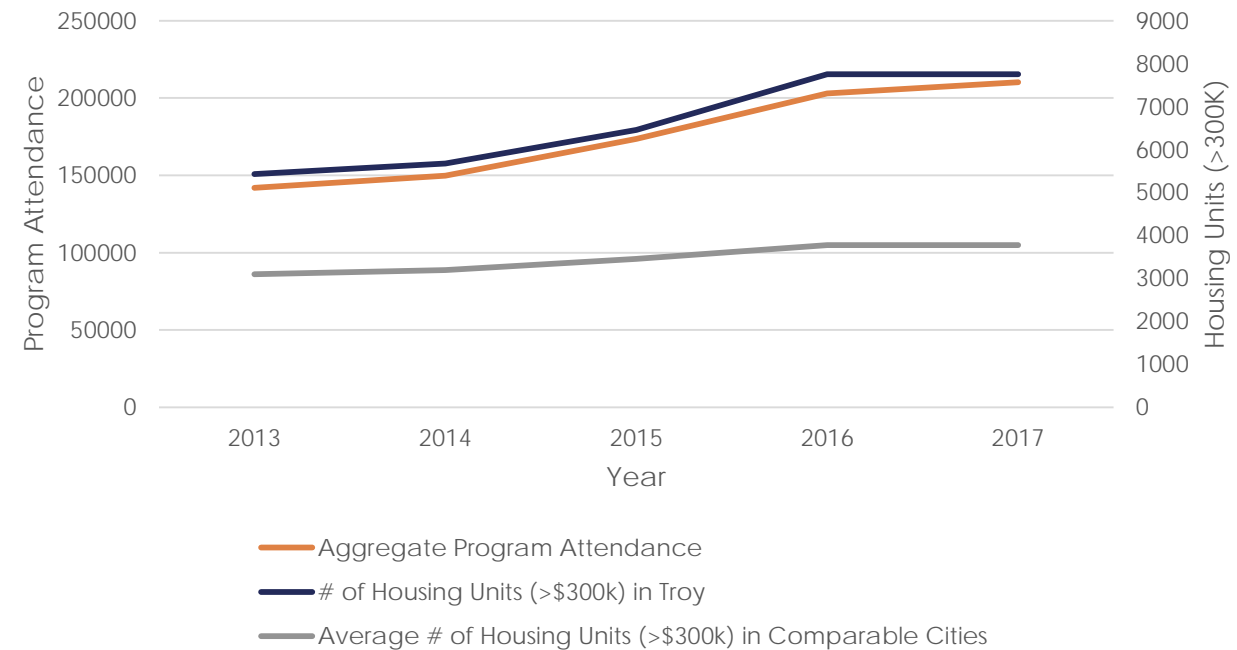


Several positive trends were tied back to TPL's program attendance

Program Attendance VS Unemployment



Program Attendance VS Housing Units (>\$300k)



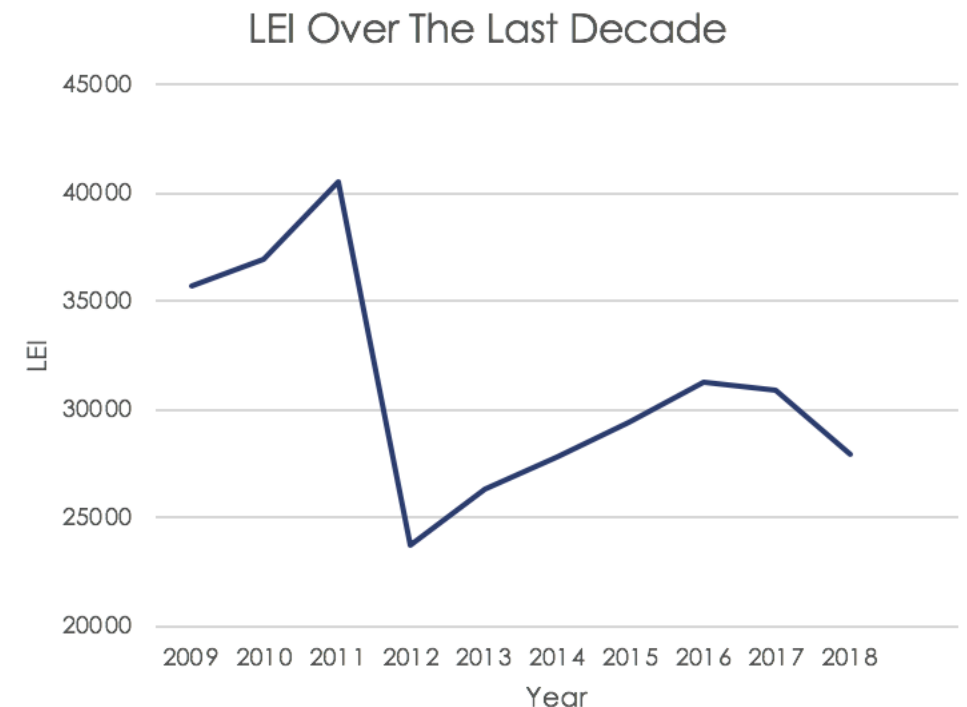
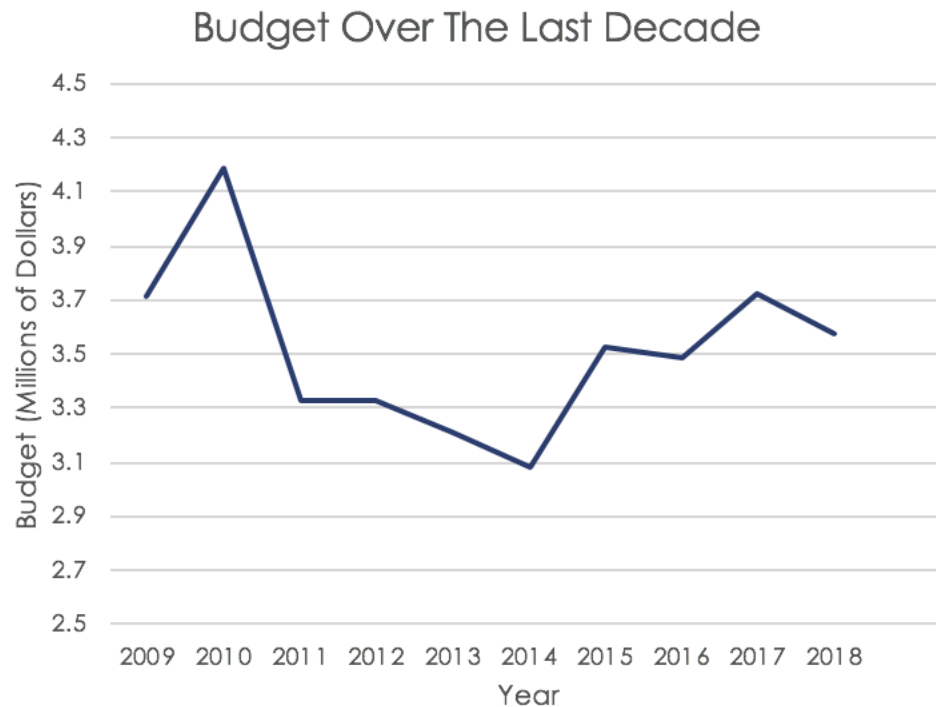
Today's Discussion

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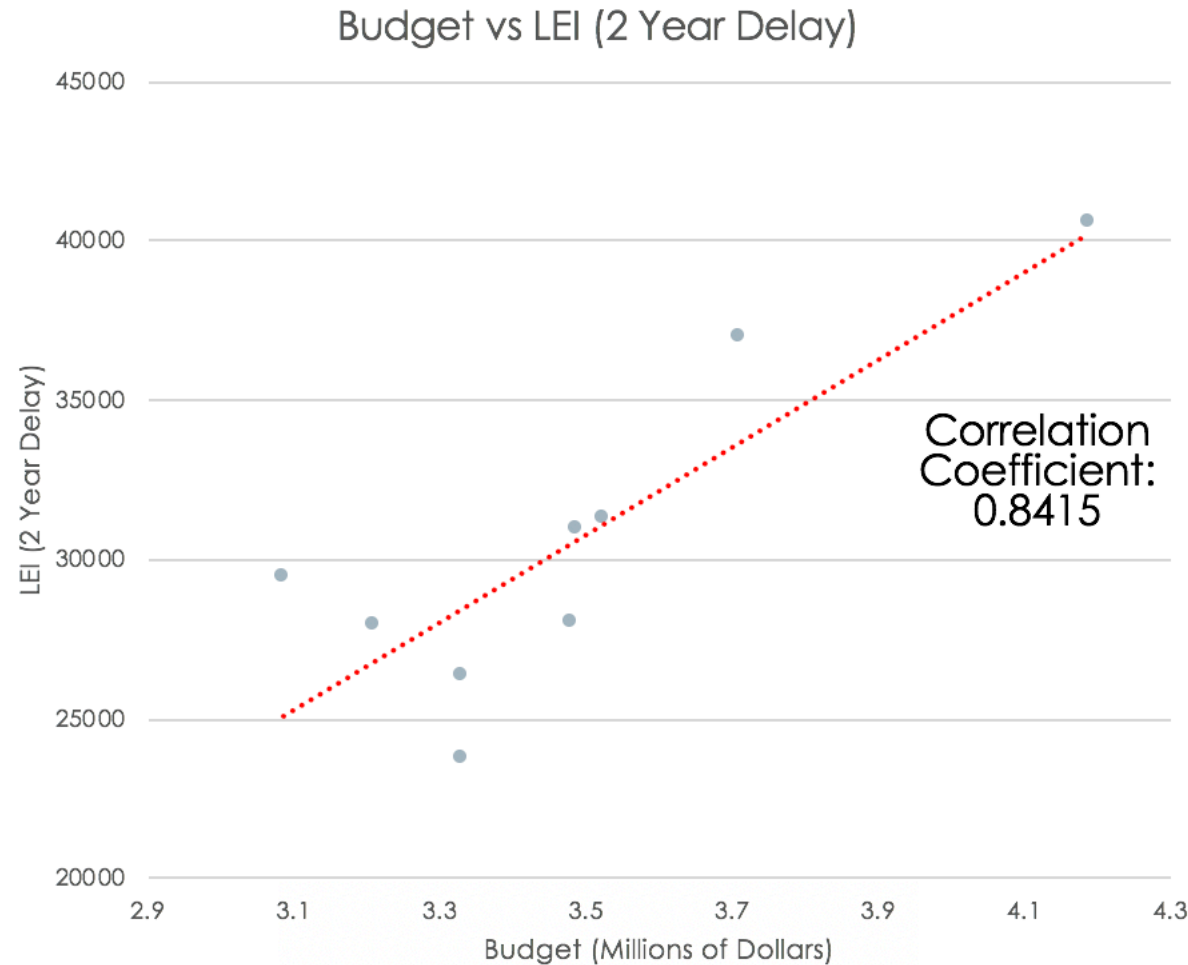
An analysis was performed to show that TPL has a greater impact as a result of an increased budget



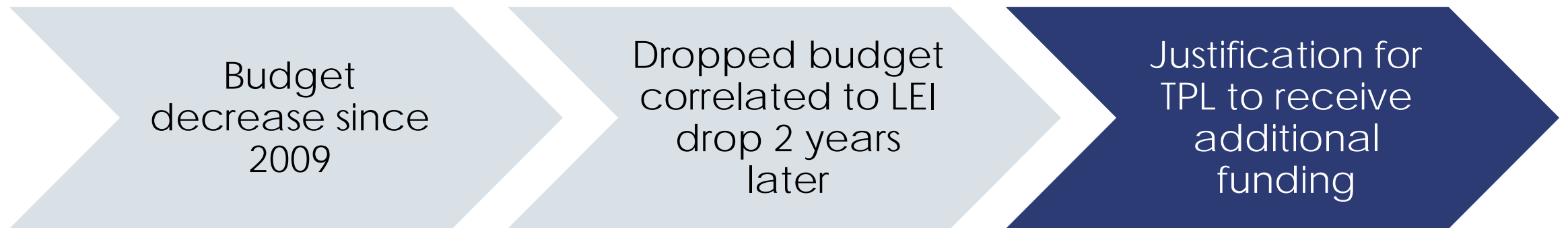
Over the last decade, there is a similar trend with the budget of TPL and TPL's LEI



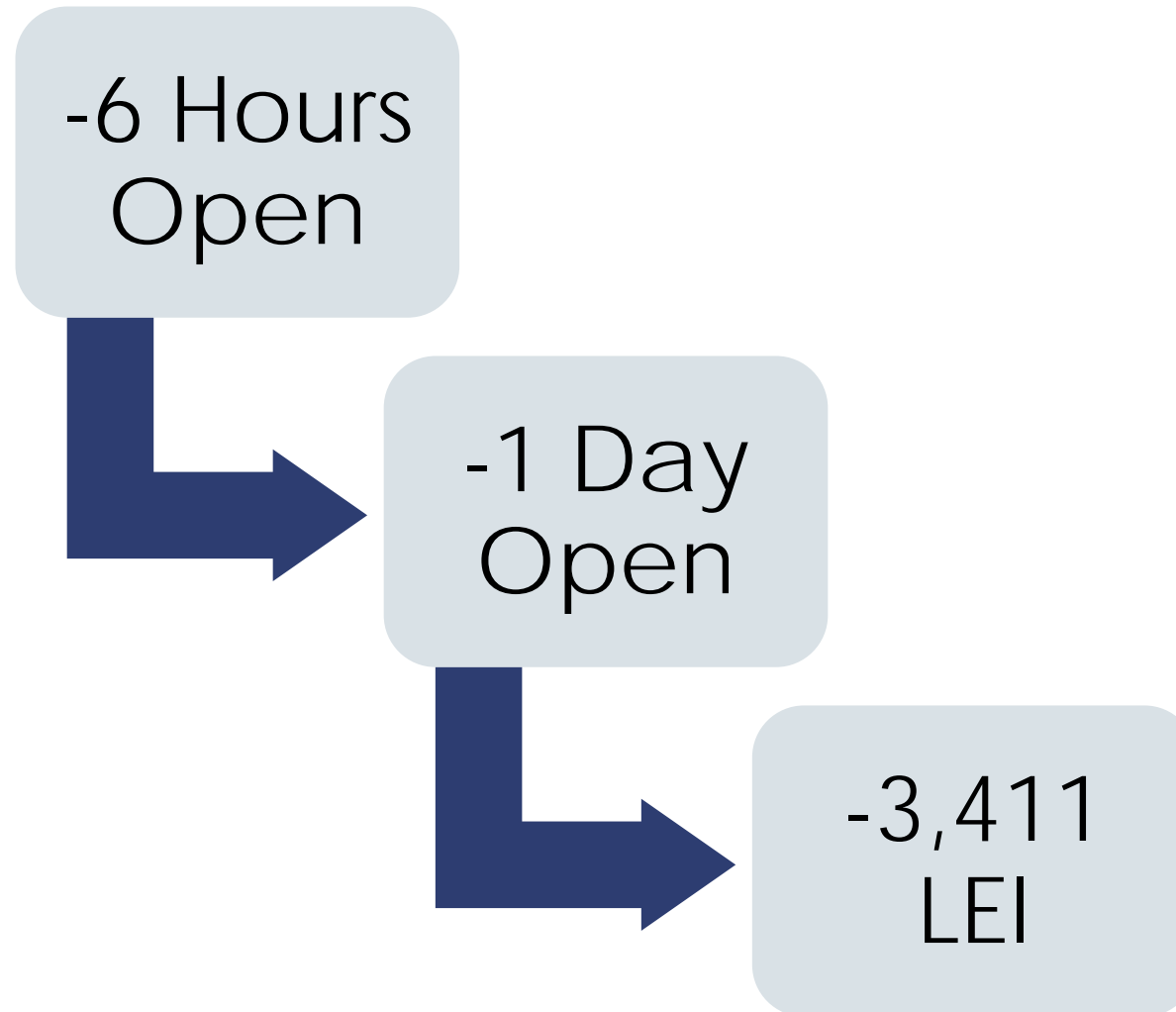
The budget at a specific year tends to be highly correlated to the LEI two years later



The correlations between indicators provide TPL with strong justification for additional funding



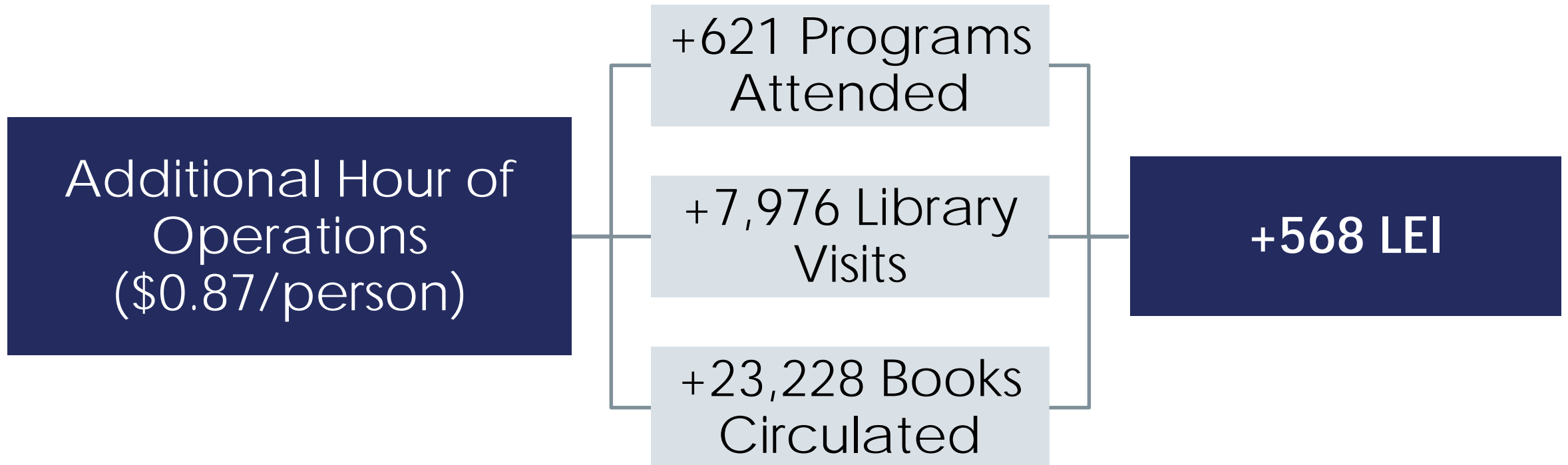
Not increasing funding will have severe ramifications for Troy Public Library



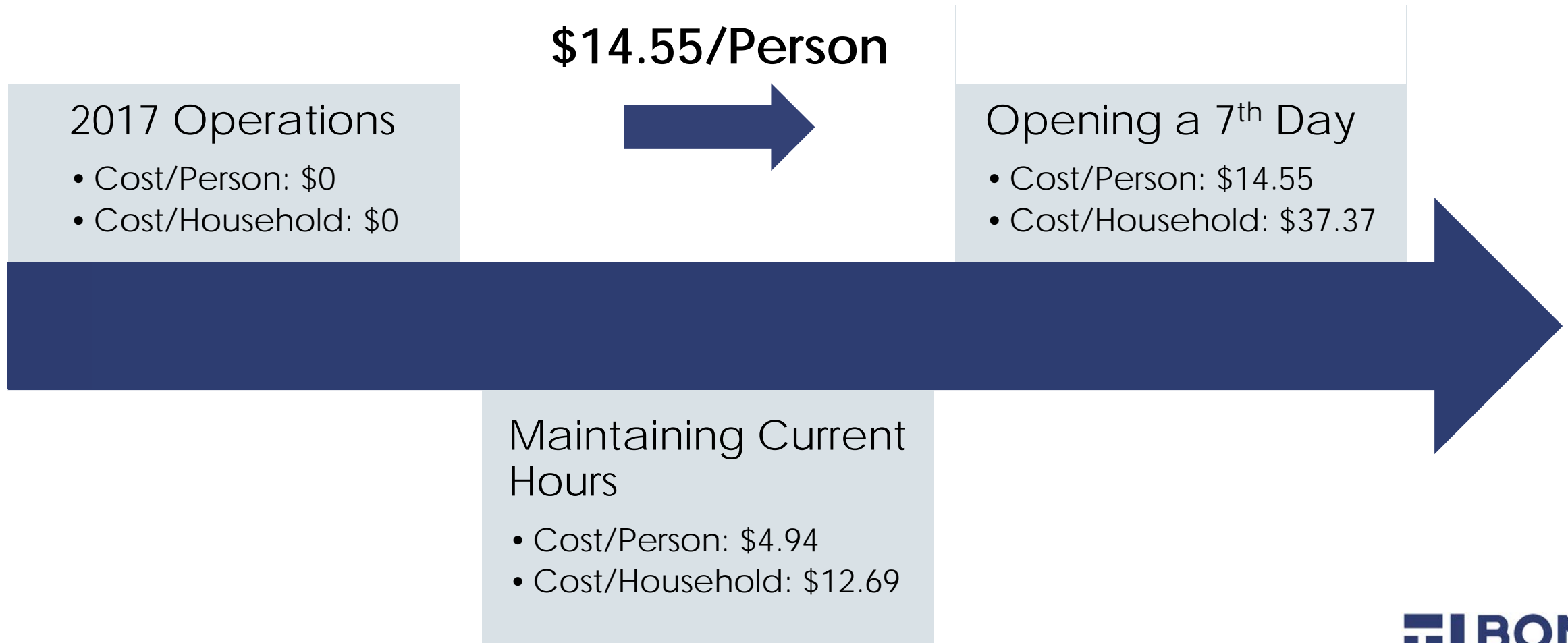
Today's Discussion

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Each additional hour of operations significantly increases the impact of Troy Public Library



Opening 7 days a week costs \$9.61/person more than maintaining current operational hours



Final Recommendation Summary

Expand Troy Public Library's Operations to a 7th Day

Costing...

- \$14.94/Person
- \$37.37/Household

Leading to...



+ 139,368 Books In Circulation



+ 47,856 Annual Library Visits



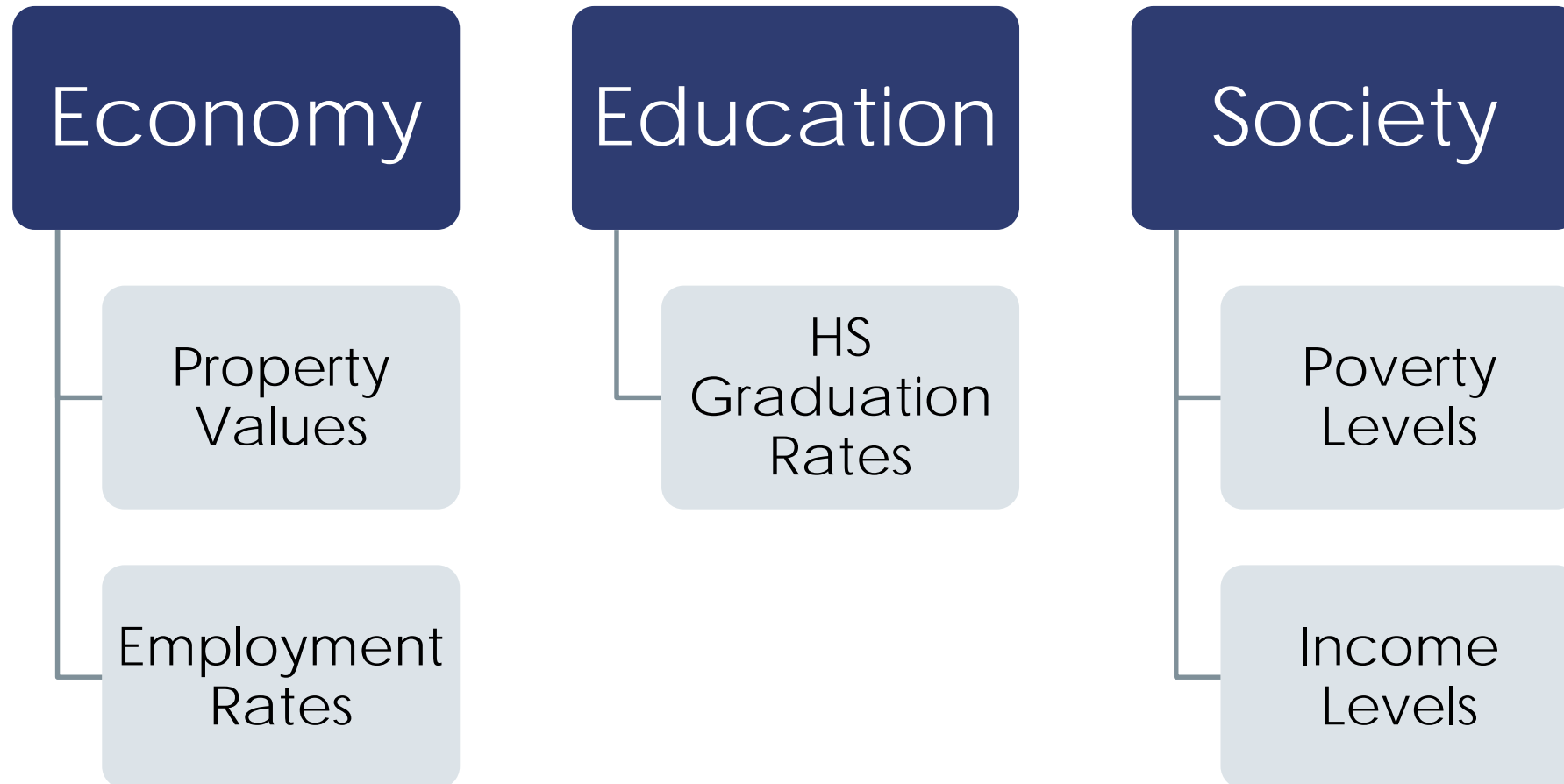
+ Improvements to The Community

Questions?

Today's Discussion

- Background
- Library Engagement Index
- Decade Analysis
- Cost to Taxpayers
- Appendix

The determinants of positive community impact fell under three overarching categories



Comparable cities were selected to assure congruency in trends across geographically similar cities

Lower Income
Bracket (\$40,000-
75,000)

Oxford

Warren

Middle Income
Bracket (\$75,000-
100,000)

Grosse Pointe

Novi

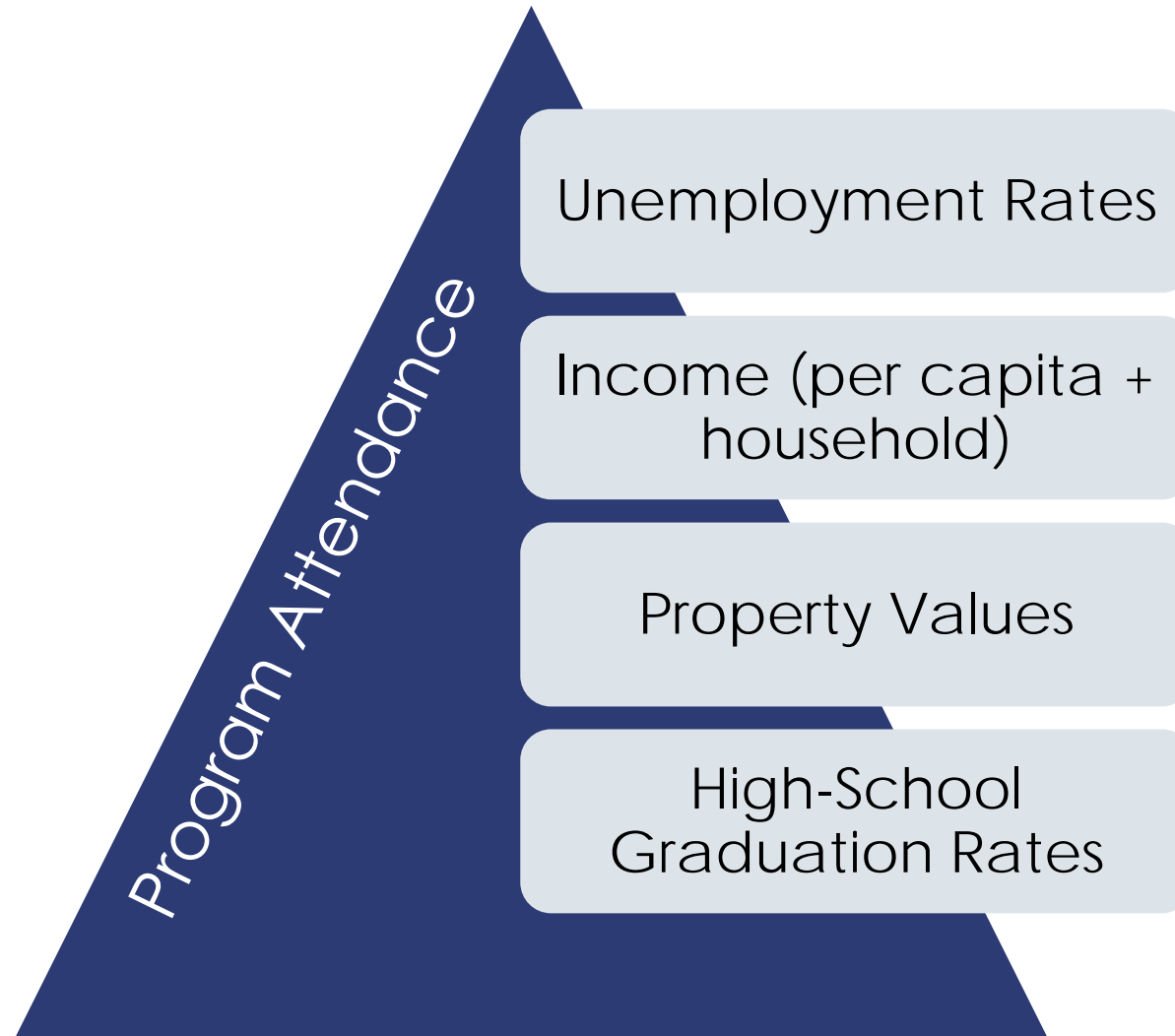
TROY

Upper Income
Bracket
(\$100,000+)

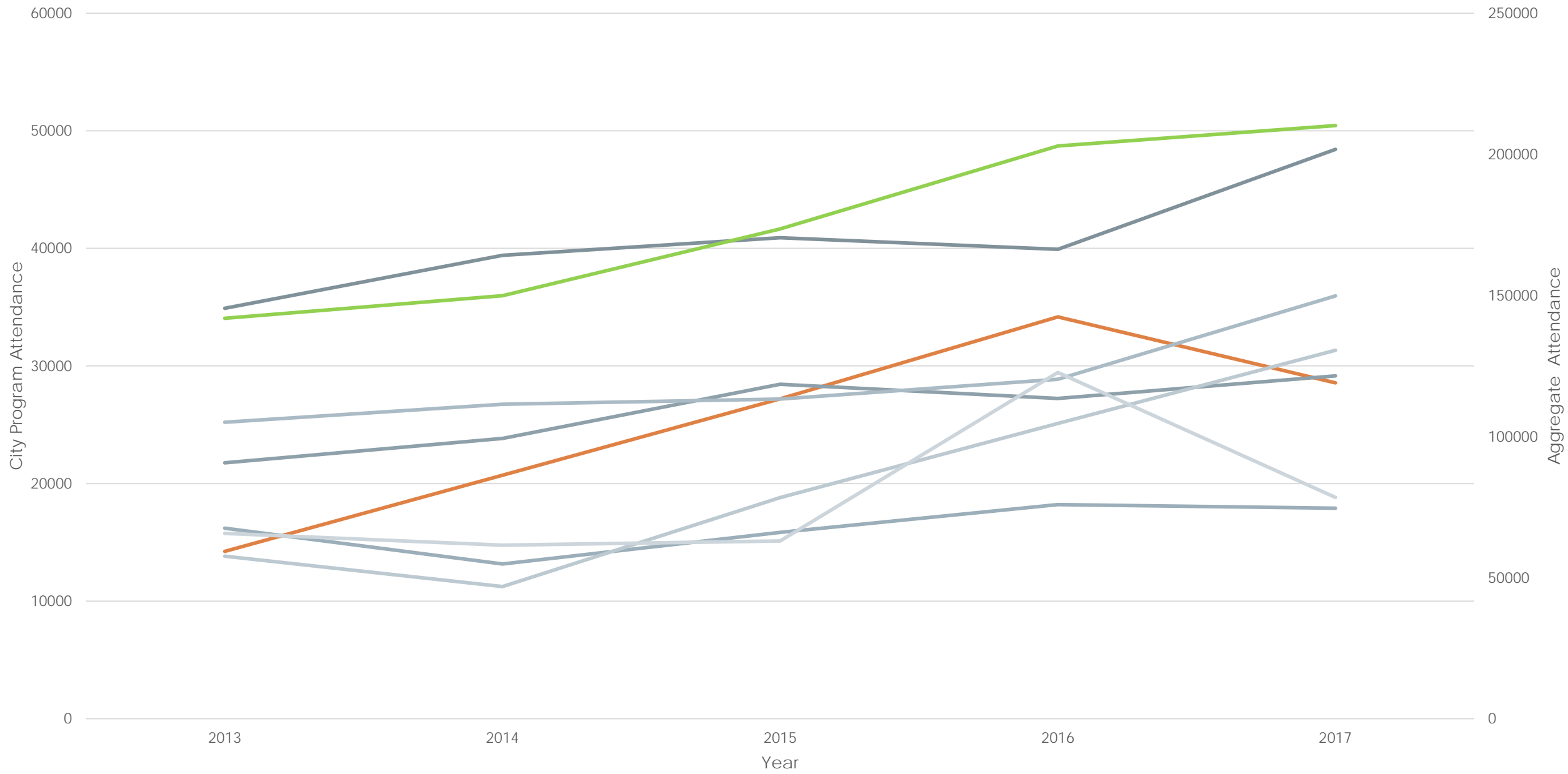
Bloomfield Hills

Birmingham

Using a statistically significant value of .75 or greater, 4 unique trends were noticed between comparable libraries



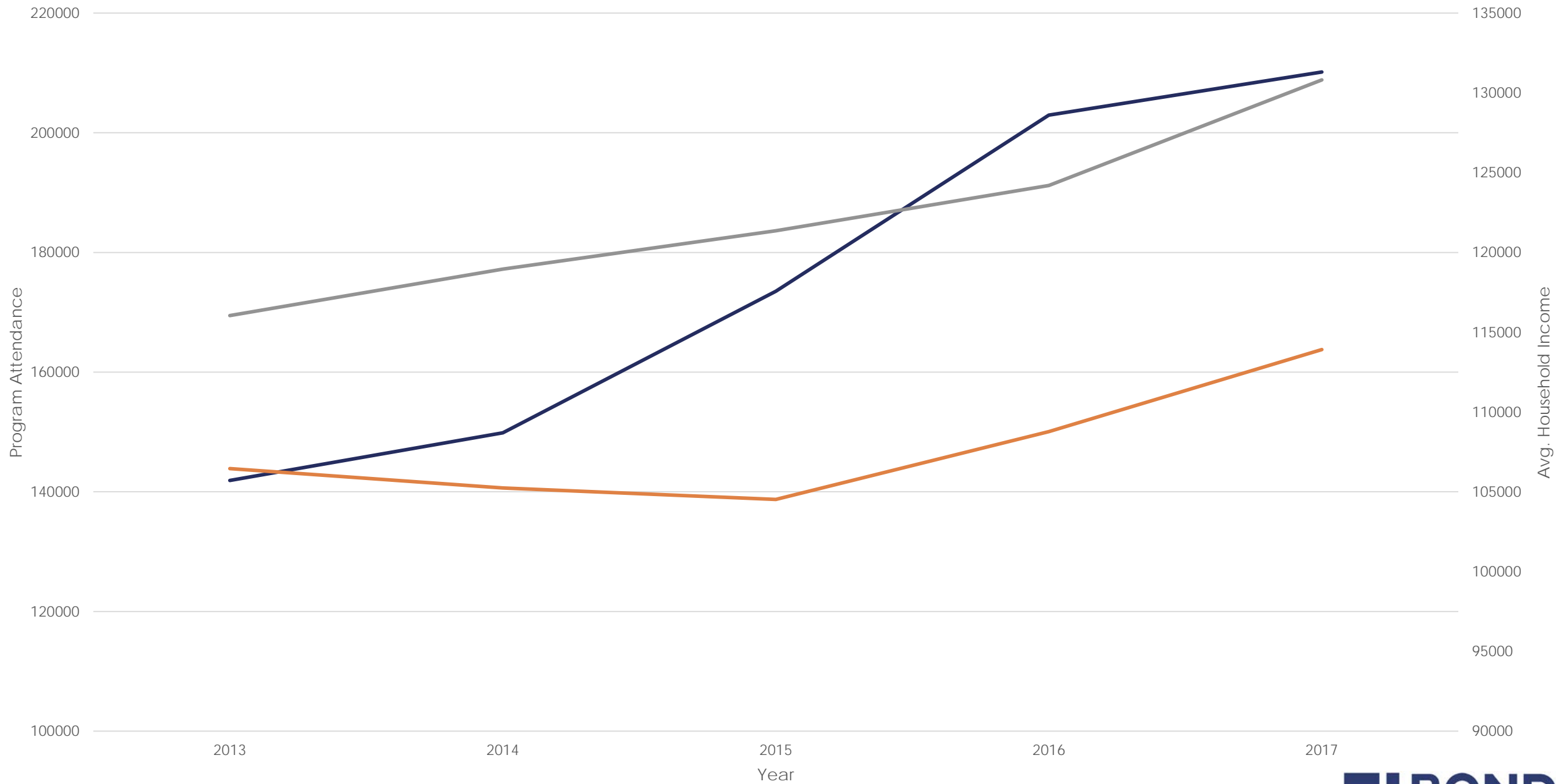
Program Attendance



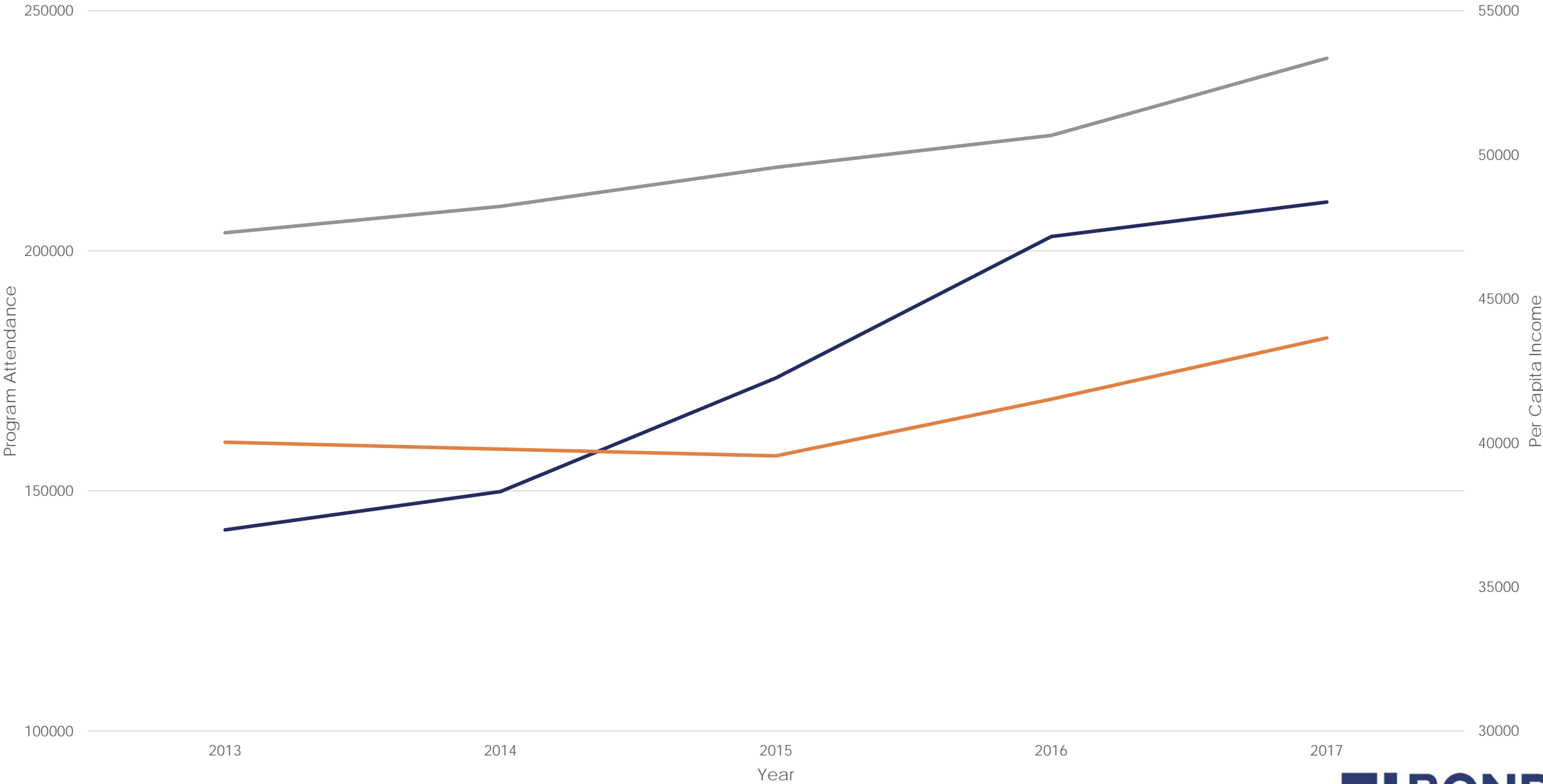
Troy Novi. Grosse Point Bloomfield Baldwin Oxford Warren Aggregate Program Attendance



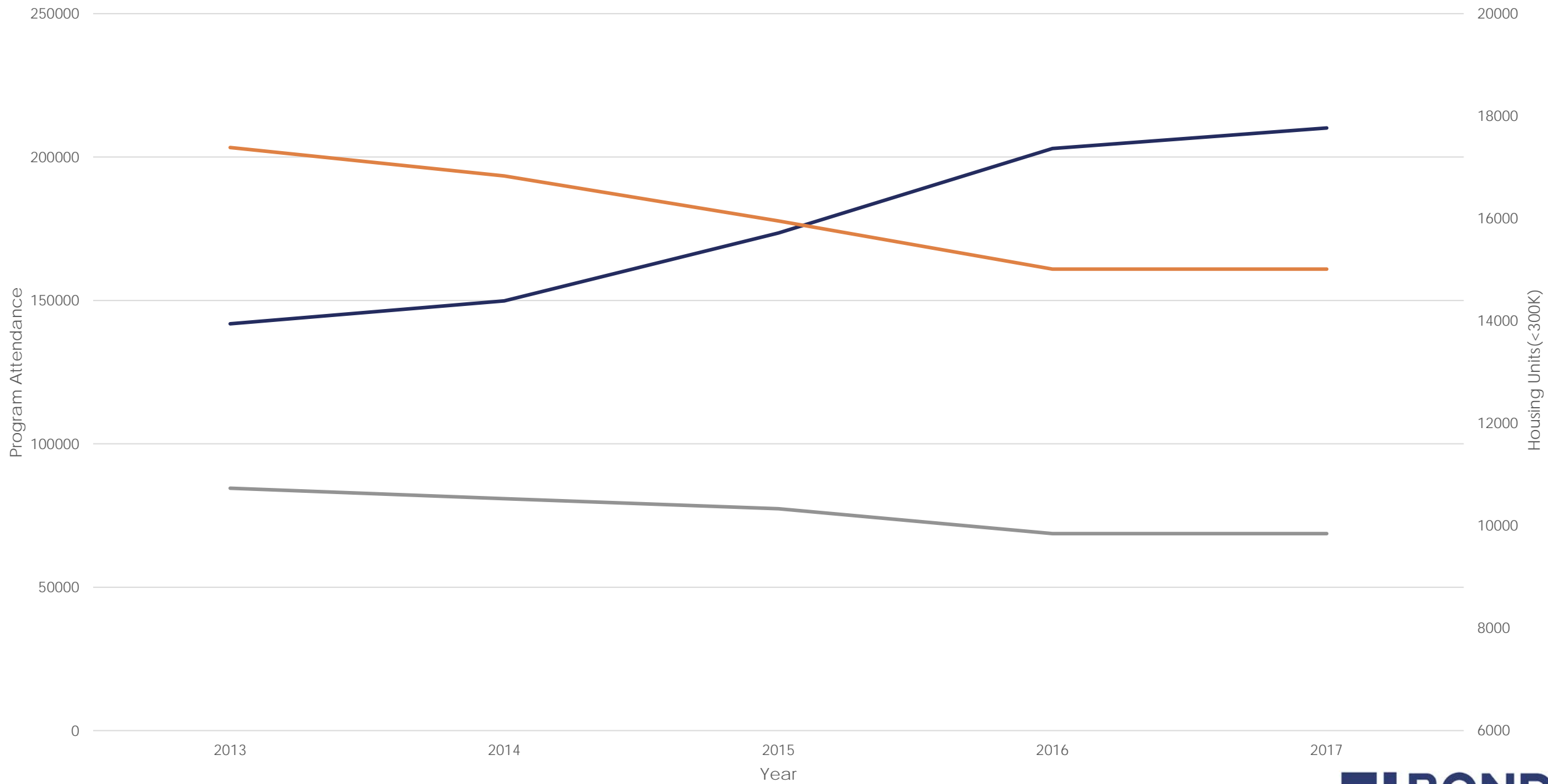
Program Attendance VS Avg. Household Income



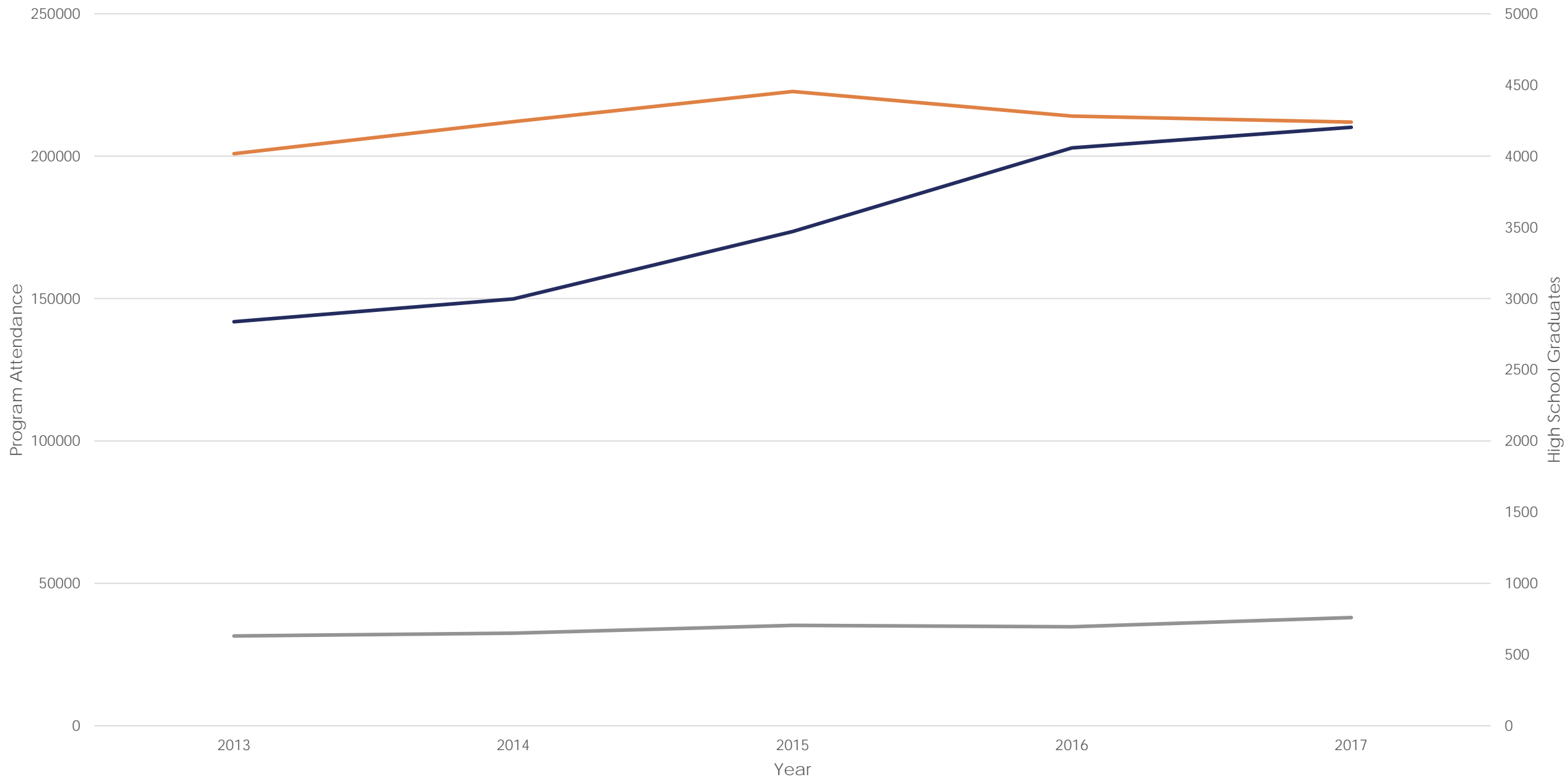
Program Attendance VS Per Capita Income



Program Attendance VS Housing Units(<\$300K)



Program Attendance VS High School Graduates



Aggregate Program Attendance

High School Graduates in Troy

Average High School Graduates in Comparable Cities



CITY OF TROY YOUTH LIBRARY

conceptual design report
06.13.19





A COLLABORATIVE EFFORT

Project Numbers

Integrated Design Solutions: 19113-1000

Conceptual Design development is a result of a collaborative effort led by Integrated Design Solutions (IDS). The process has involved participation from the leadership of the Youth Services department of the Troy Library. The design incorporates input from various group meetings, presentations and reviews. The design team is grateful to those who have devoted their concentrated time, vision, ideas and energy to this process.

Troy Public Library

Cathy Russ, Library Director

Phillip Kwik, Assistant Director

Integrated Design Solutions, LLC

Bruce Snyder, CEM, LEED AP BD+C
Senior Vice President, Director of Finance

Val Grant, IIDA
Senior Associate, Manager Interior Design

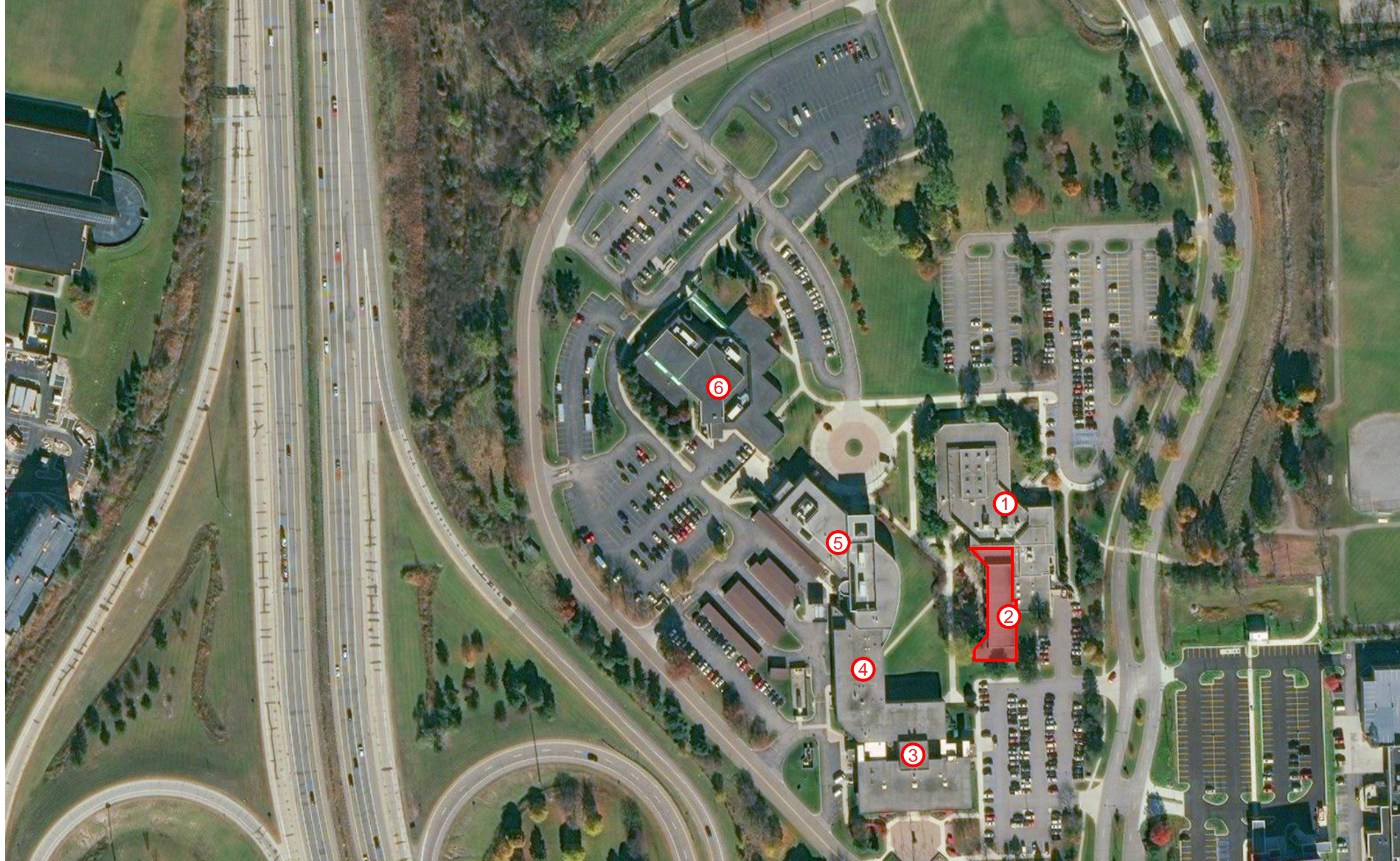
Adrian La Tona, AIA, NCARB
Senior Associate, Architecture

Evan Welch
Architect II, Designer



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**CITY OF TROY CIVIC CENTER**

- ① TROY PUBLIC LIBRARY
- ② YOUTH LIBRARY (AREA OF WORK)
- ③ CITY OF TROY - RIGHT OF WAY
- ④ TROY BUILDING DEPARTMENT
- ⑤ TROY POLICE DEPARTMENT
- ⑥ OAKLAND COUNTY 52-4 DISTRICT COURT - TROY



Design Narrative

The City of Troy Youth Library is looking to refresh and reorganize their existing space. The scope of this design study includes a renovation of the existing youth library and program room, updating workspace and back of house function, as well as integrating updated technology and furniture throughout the space.

Youth Library

The updated space needs to feel cozy and whimsical, while still providing quieter, smaller spaces. The “neighborhood” concept creates themed destinations throughout the space organized around the various book and content collections. The concept aims to improve circulation and flexibility while adding elements of excitement so it feels like an escape into the imagination. Improved technology and updated furniture add to the playfulness of the space

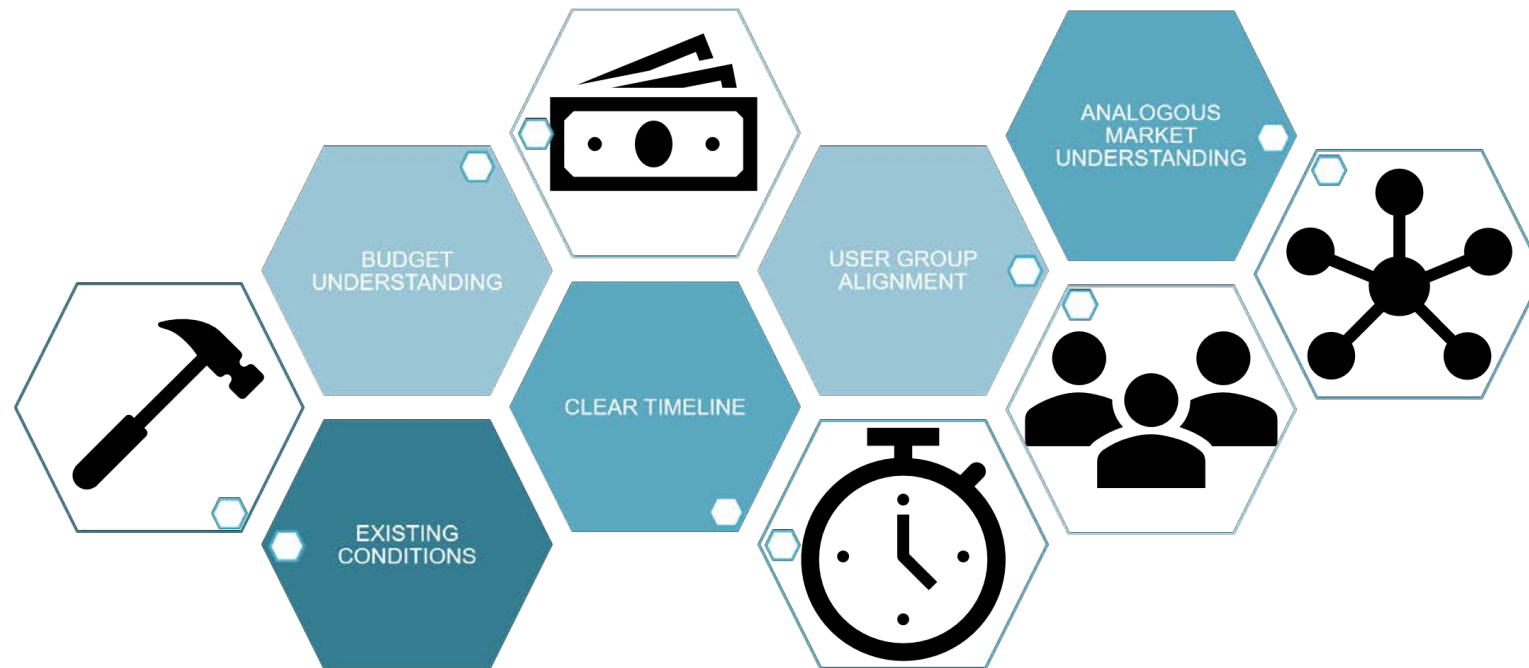
Program Room & Amenities

A new program room offers flexible space to accommodate a variety of activities and providing room for over 50 people. Storage will be integrated into the tables and perimeter seating, along with adjacent counterspace and a sink for user access. A baby space will be provided so parents and caregivers have a place for babies to crawl and play in developmentally appropriate ways.

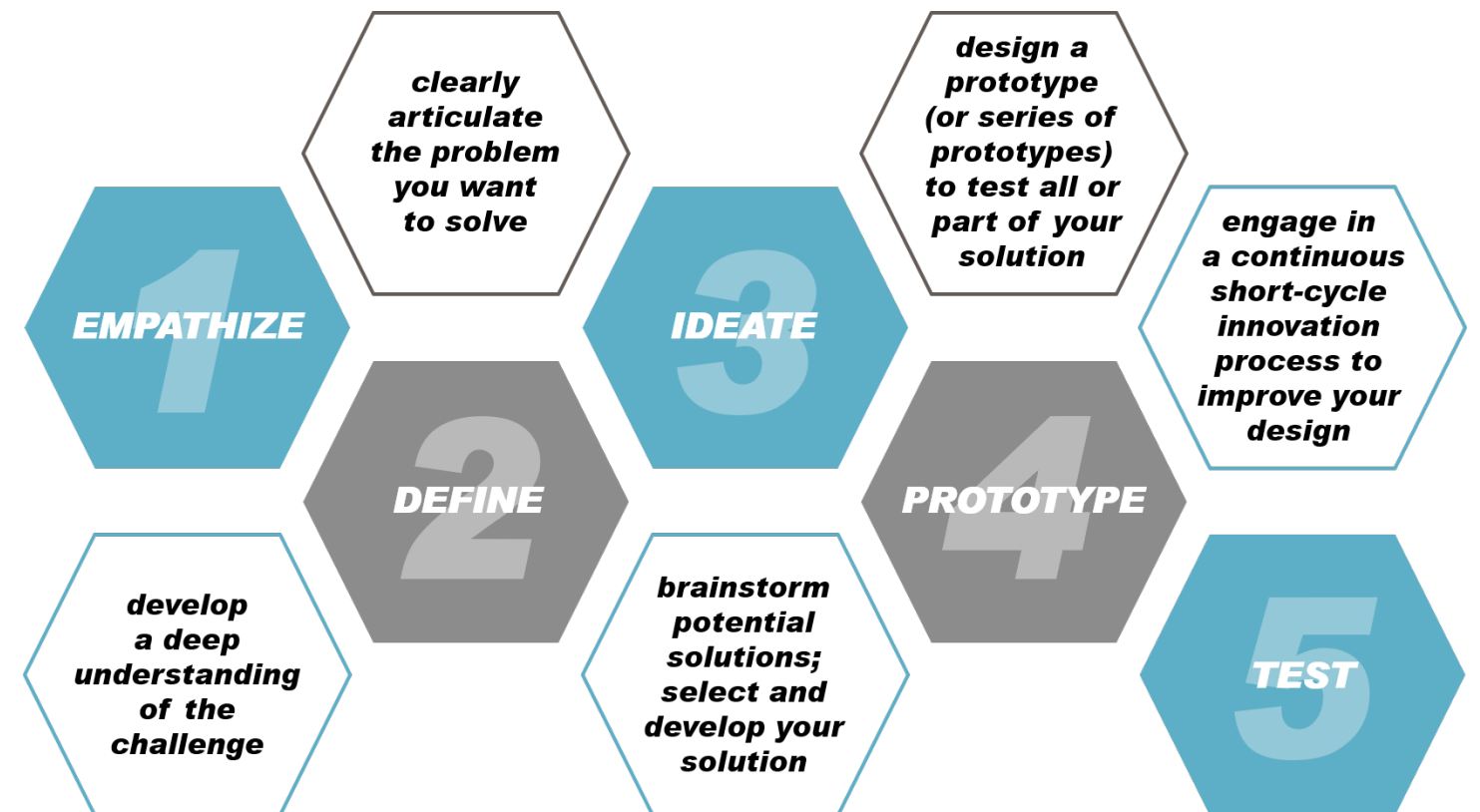
Workspace / BOH Improvements

The new office suite provides 10 larger workstations and includes a private office for the Director of Youth Services. The space will have visibility throughout the library and access to an enlarged storage space.

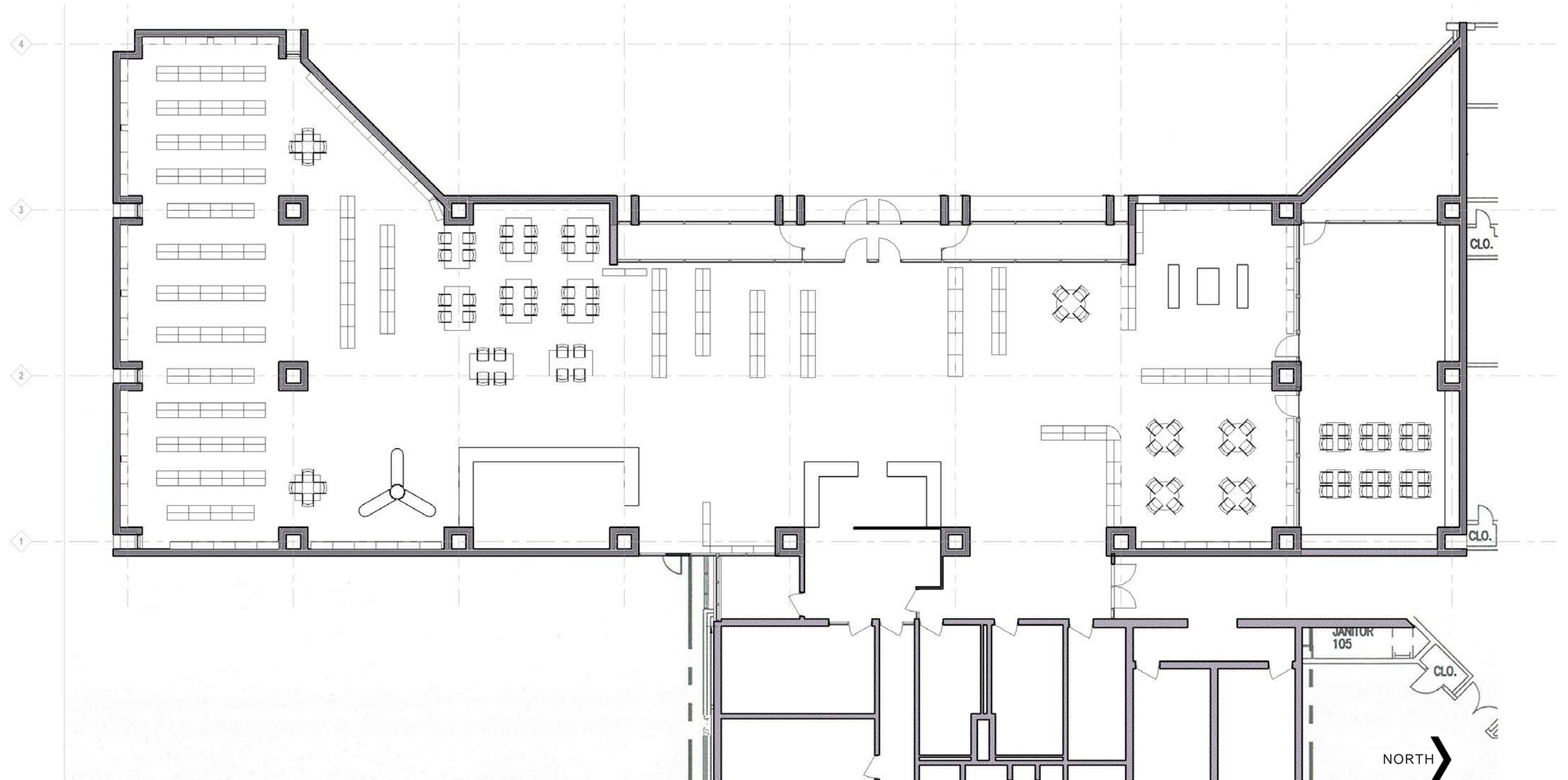
FACTORS FOR A SUCCESSFUL PROJECT...



USER GROUP ALIGNMENT...



WHAT DO YOU DO IN YOUR LIBRARY TODAY....?



FLEXIBLE vs FIXED SPACES



Flexible space that can be shared amongst a group or individual and provides a variety of different interactions. Flexible space could be utilized as a small classroom, resource room, reading nook or meeting space. The technology and furniture in this room would support easy rearrangement.

notes...

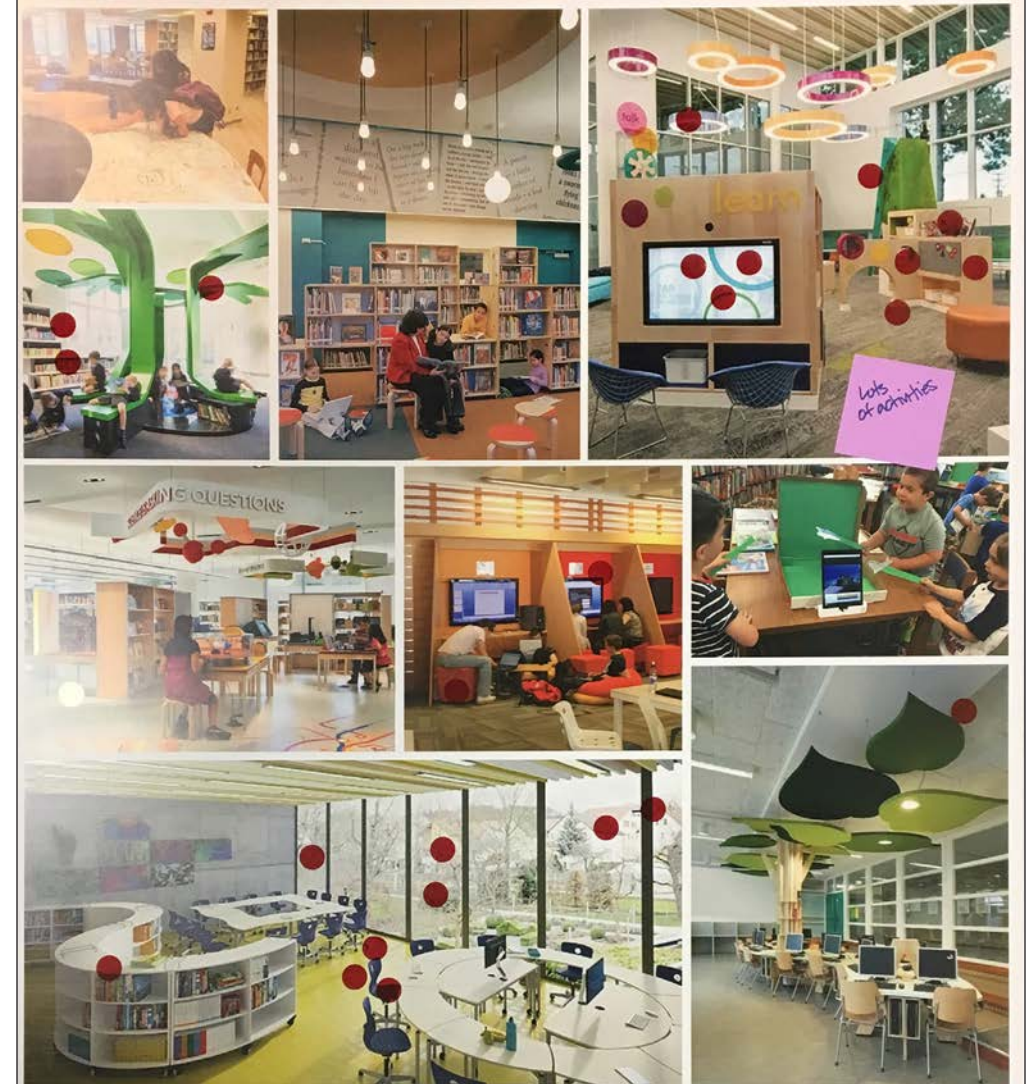
ACTIVE vs QUIET SPACES



A variety of settings thoughtfully located throughout the library allows kids and instructors to choose the space appropriate to different kinds of learning, whether it's a quiet place for individual reading, a space to work on a group project or another location they choose simply to match their need that day for a particular level of quiet or stimulation

notes...

TECHNOLOGICAL vs ANALOG



Today's library should be a broader and deeper resource than ever, a place where traditional and new knowledge resources, instructors and students converge in an ongoing process of learning, teaching and discovery.

notes...

FLEXIBLE vs FIXED SPACES



Flexible space that can be shared amongst a group or individual and provides a variety of different interactions. Flexible space could be utilized as a small classroom, resource room, reading nook or meeting space. The technology and furniture in this room would support easy rearrangement.

notes...

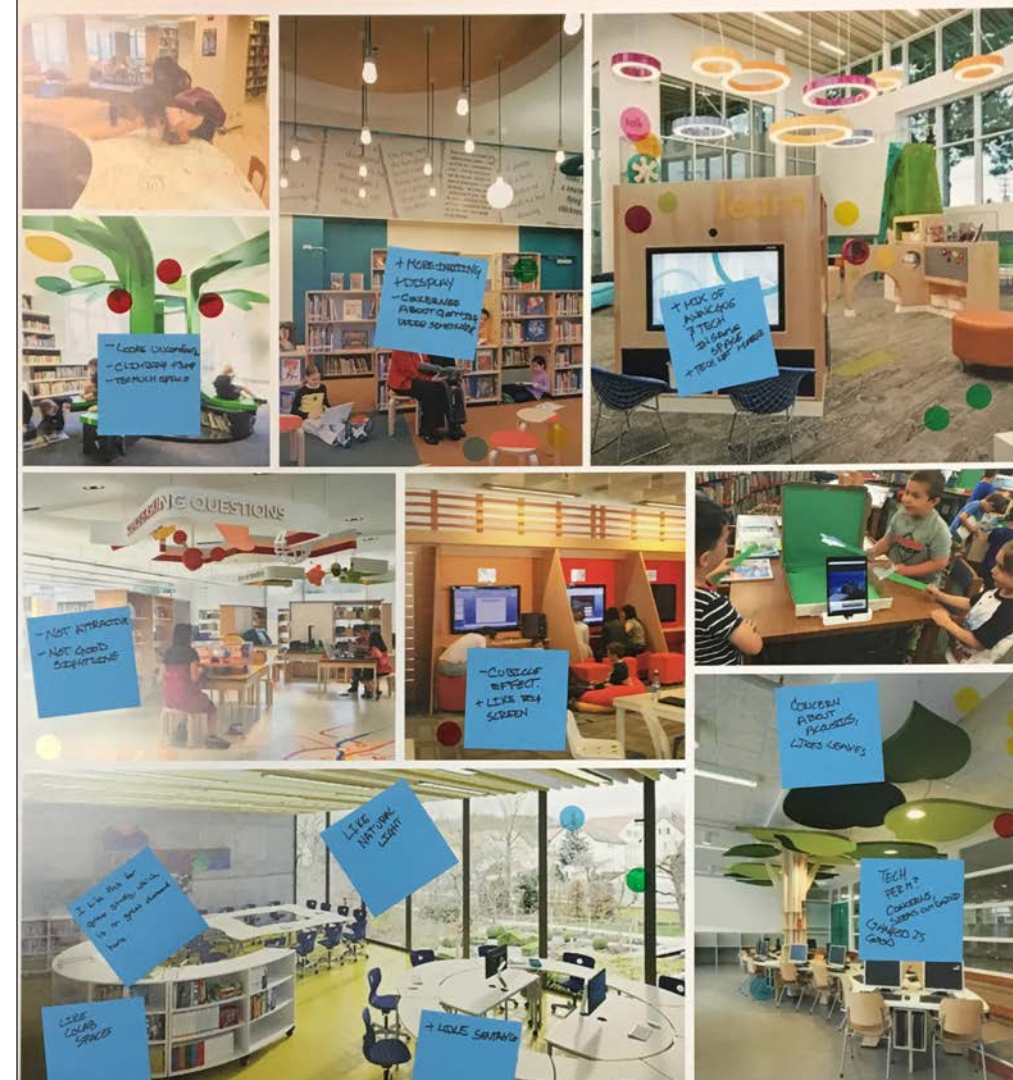
ACTIVE vs QUIET SPACES



A variety of settings thoughtfully located throughout the library allows kids and adults to choose the space appropriate to different kinds of learning, whether it's a quiet place for individual reading, a space to work on a group project or another location they choose simply to match their need that day for a particular level of quiet or stimulation

notes...

TECHNOLOGICAL vs ANALOG



Today's library should be a broader and deeper resource than ever, a place where traditional and new knowledge resources, instructors and students converge in an ongoing process of learning, teaching and discovery.

notes...

WHAT DO YOU WANT TO DO IN YOUR NEW LIBRARY?
NAME (OPTIONAL) Natalie Hollinger
AGE 42 (240) 877-0262

I would love to see a large pretend play area for young kids. I posted pictures on the facebook page of a pretend train or little bookmobile area. Kids learn by touching and feeling.
I would be open to help participate in any fundraising that we need to do to make it a fun area, that's more interactive for the preschool crowd.
A little baby play area would be great! maybe a puppet area for play.
Right now we often go to rockstar to play. →

WHAT DO YOU DO IN YOUR LIBRARY TODAY?
NAME (OPTIONAL) Kamila
AGE 5



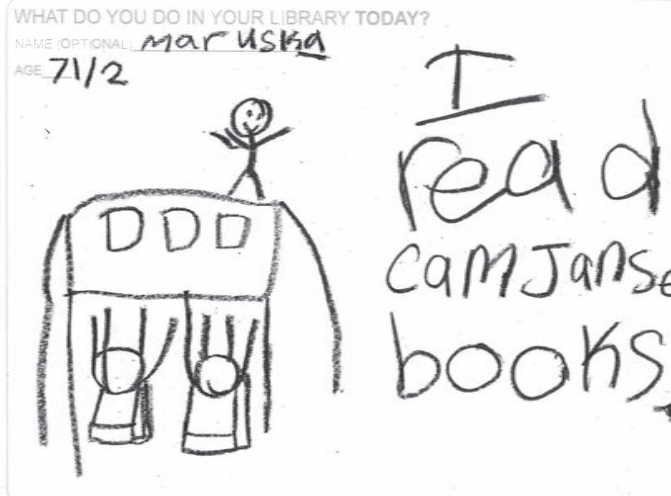
WHAT DO YOU WANT TO DO IN YOUR NEW LIBRARY?
NAME (OPTIONAL) _____
AGE _____



WHAT DO YOU DO IN YOUR LIBRARY TODAY?
NAME (OPTIONAL) Aarushi
AGE 9



WHAT DO YOU DO IN YOUR LIBRARY TODAY?
NAME (OPTIONAL) maruska
AGE 7 1/2



WHAT DO YOU WANT TO DO IN YOUR NEW LIBRARY?
NAME (OPTIONAL) _____
AGE _____



WHAT DO YOU WANT TO DO IN YOUR NEW LIBRARY?
NAME (OPTIONAL) Vijay
AGE 5 BOOK

I ~~did~~ read in the library.

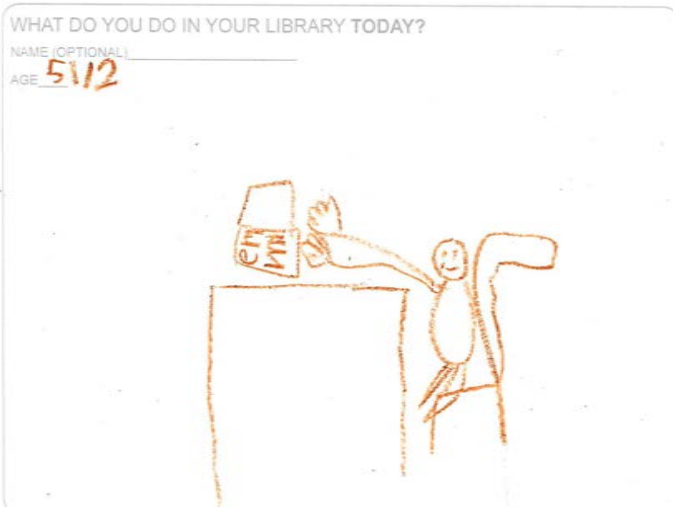
I did go.

I did play games.

WHAT DO YOU WANT TO DO IN YOUR NEW LIBRARY?
NAME (OPTIONAL) Aarushi
AGE 9



WHAT DO YOU DO IN YOUR LIBRARY TODAY?
NAME (OPTIONAL) _____
AGE 5 1/2

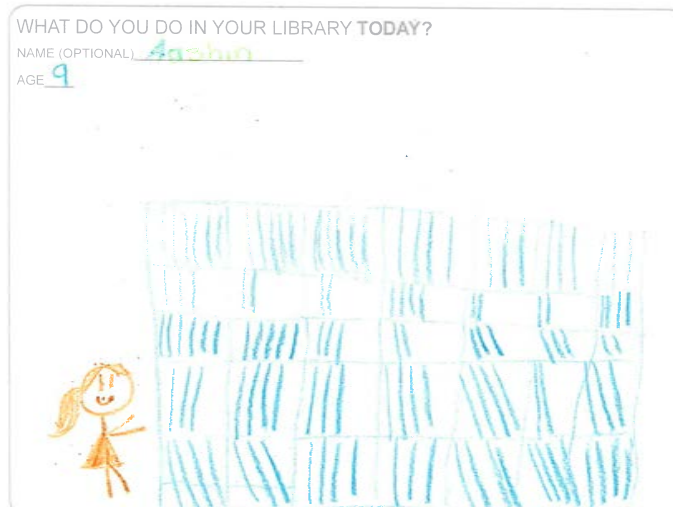


WHAT DO YOU WANT TO DO IN YOUR NEW LIBRARY?
NAME (OPTIONAL) Annie
AGE 10

Playground and cozy seats and little house.



WHAT DO YOU DO IN YOUR LIBRARY TODAY?
NAME (OPTIONAL) Aashun
AGE 9



WHAT DO YOU WANT TO DO IN YOUR NEW LIBRARY?
NAME (OPTIONAL) maruska
AGE 7 1/2



01. The spaces needs to feel **COZY | WHIMSICAL | PLAYFUL** and have **QUIET | SMALLER SPACES**

As a parent, I want a WHIMSICAL PLACE WITH COMFY READING AREAS , so that the library feels more like an ESCAPE INTO THE IMAGINATION . I want to be able to CURL UP WITH MY KIDS AND READ . It would be nice for more reflection of the magic of reading on the outside.

As a child, I want to have a COZY library so that I can enjoy it and have fun

As a child, I want an AQUARIUM so that we can see a lot of fish and replace them if they die.

As a staff member, I want as OUTDOOR PLAY SPACE so that kids can expend energy and develop gross motor skill in a safe, appropriate environment.

As a nine year old named Sophie, I want all FICTION BOOKS TO BE IN ONE SECTION so that you don't have to walk as far to get different books.

As a parent, I want a COMFORTABLE SPOT in the picture book section so that I can read to my small child in the area the books are in.

As a librarian, I want a QUIET READING SPACES that are still usable so that children can connect with the literature in a comfortable personal way right in the library.

As a librarian, I want PRIVATE STUDY SPACES , so that kids have a place to work that does not disturb

As a TPL Librarian, I want QUIET SECLUDED MODULES so that students can do group work, recording green screen etc ... or just

As a librarian, I want SOUND AND NOISE BARRIERS OR ABSORBERS , so that some areas can be collaborative and others quieter for pleasure

As a parent / home schooling mom, I want INDIVIDUAL STUDY ROOMS , so that the children can study work together with other students in a quiet semi

secluded area (glass walls / doors, similar to Romeo library)

As a student, I want an AREA TO HELP WITH RESEARCH so that school tasks can be easy.

02. The BACK OF HOUSE WORKSPACE IMPROVEMENTS

03. A BABY PLAY SPACE

04. We need a FLEXIBLE STORY ROOM / PROGRAM SPACE

05. We need to improve MAINTENANCE / AMENITIES

06. Dispersed Technology is important

*WHAT DO YOU **WANT** TO DO IN YOUR NEW LIBRARY....?*



DESIGN OPTION 01



SHELVING LINEAR SF:
Existing: 3,786 SF
Neighborhood 01: 3,768 SF (-0.5%)



Neighborhood Option 01 Spaces:

01 ENTRY

New entry is rotated 45 degrees to better direct visitors into the space, and allows the door to the stairwell to be incorporating into the main corridor.

02 REFERENCE DESK

Central location for improved visibility and first point of contact for library visitors.

03 PROGRAM ROOM

Flexible story room / programmable space able to accommodate 50+ people with additional perimeter seating and storage. Cabinet storage with sink along north wall.

04 STAFF OFFICES

Providing 10 workstations for all youth library staff.

05 YOUTH SERVICES DIRECTORS OFFICE

Private office for the director of youth services.

06 STORAGE

Reorganizing existing along with providing additional space for storage, adjacent to the program room.

07 BABY SPACE

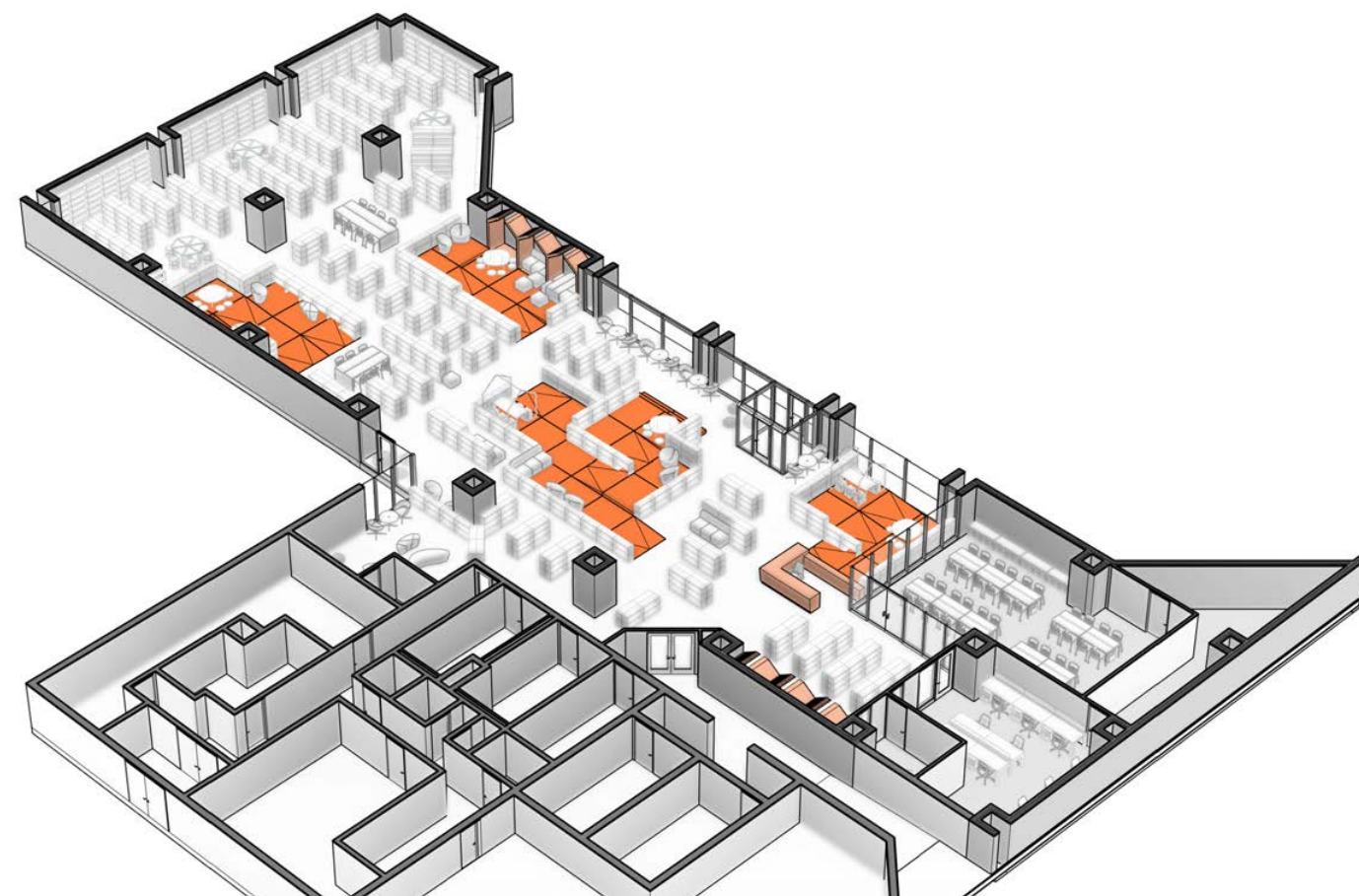
Designated area for babies and caregivers providing a safe space for babies to crawl and play in developmentally appropriate ways.

08 PRIVATE ROOM

Providing privacy for nursing or expecting mothers.

09 YOUTH TOILET ROOM

10 ACCESS TO STAFF LOUNGE / ELEVATOR







INTERIOR DESIGN (center neighborhood)





INTERIOR DESIGN (southeast neighborhood)





INTERIOR DESIGN (staff office)

Description	Qty.	Unit	Labor & Material /Unit	Total Cost	Remarks
ARCHITECTURAL					
Demolition					
general demolition	10506	sf	\$ 4.00	\$ 42,022.00	
				\$ -	
				\$ -	
Total				\$ 42,022.00	
New Work					
06 0000 WOOD, PLASTIC, COMPOSITES				\$ -	
raised platforms / ramps	1546	sf	\$ 15.50	\$ 23,963.00	
millwork	39	lf	\$ 425.00	\$ 16,575.00	
08 0000 OPENINGS				\$ -	
aluminum framed ent and storefronts	747	sf	\$ 42.50	\$ 31,747.50	
doors / frames / hardware	7	ea	\$ 1,375.00	\$ 9,625.00	
skylights	8	ea	\$ 3,500.00	\$ 28,000.00	inc. struct framing, roof patch etc.
09 0000 FINISHES				\$ -	
partitions	114	lf	\$ 125.00	\$ 14,250.00	
acoustical ceilings	4131	sf	\$ 6.00	\$ 24,786.00	
flooring	10506	sf	\$ 7.25	\$ 76,168.50	
painting	3750	sf	\$ 1.15	\$ 4,312.50	
acoustical panels/clouds	1820	sf	\$ 18.50	\$ 33,670.00	
				\$ -	
Total				\$ 263,097.50	
MECHANICAL					
hvac	10,506	sf	\$ 5.25	\$ 55,156.50	
				\$ -	
				\$ -	
				\$ -	
Total Mechanical				\$55,156.50	
ELECTRICAL					
general	10506	sf	\$ 25.00	\$ 262,637.50	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
Total Electrical				\$262,637.50	
Project Direct Construction Cost				\$622,913.50	

Description	Qty.	Unit	Labor & Material /Unit	Total Cost	Remarks
Contingencies					
Scale			0.00%	\$0.00	
Design			12.00%	\$74,749.62	
Construction			8.00%	\$49,833.08	
Economic / Escalation			3.00%	\$18,687.41	
Contingencies Subtotal				\$143,270.11	
Project Construction Cost Subtotal				\$766,183.61	
CM / GC Mark Up					
CM Fee / GC OH&P			13.00%	\$99,603.87	
Estimated Construction Contract Award				\$865,787.47	
Furniture					
	1	ls	\$266,600.00	\$266,600.00	
Contingency			5.00%	\$13,330.00	
Design Fee			0.00%	\$0.00	
Furniture Subtotal				\$279,930.00	
Technology Equipment					
Allowance	1	allow	\$50,000.00	\$50,000.00	
Contingency			0.00%	\$0.00	
Design Fee			0.00%	\$0.00	
Technology Subtotal				\$50,000.00	
Professional Fees & Reimbursables					
A/E Design Fees			7.25%	\$62,769.59	
Testing			0.00%	\$0.00	
Reimbursable Expenses			0.00%	\$0.00	
Permits/Printing			5.00%	\$43,289.37	
Subtotal				\$106,058.97	
Total Project Cost	\$/sq ft	\$	123.91	\$1,301,776.44	



DESIGN OPTION 02



SHELVING LINEAR SF:
Existing: 3,786 SF
Neighborhood 01: 3,642 SF (-4%)



Neighborhood Option 02 Spaces:

01 ENTRY

New entry located in the northeast corner of the space and closer proximity to main library entry and checkout desk.

02 REFERENCE DESK

Central location for improved visibility and first point of contact for library visitors.

03 PROGRAM ROOM

Flexible story room / programmable space able to accommodate 50+ people with additional perimeter seating and storage. Cabinet storage with sink along north wall.

04 STAFF OFFICES

Providing 10 workstations for all youth library staff.

05 YOUTH SERVICES DIRECTORS OFFICE

Private office for the director of youth services.

06 STORAGE

Reorganizing existing along with providing additional space for storage, adjacent to the program room.

07 BABY SPACE

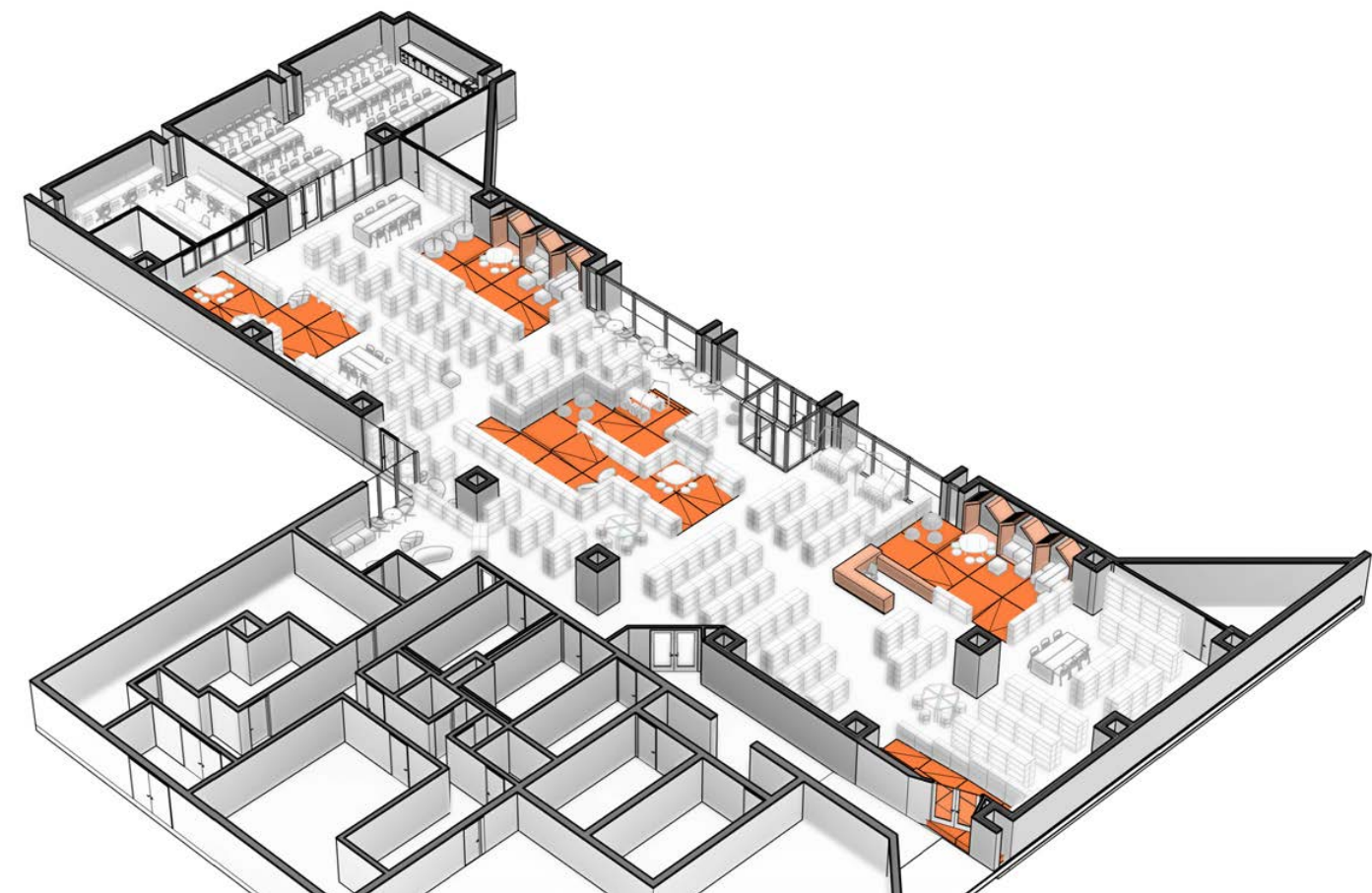
Designated area for babies and caregivers providing a safe space for babies to crawl and play in developmentally appropriate ways.

08 PRIVATE ROOM

Providing privacy for nursing or expecting mothers.

09 YOUTH TOILET ROOM

10 ACCESS TO STAFF LOUNGE / ELEVATOR







INTERIOR DESIGN (center neighborhood)





INTERIOR DESIGN (southeast neighborhood)





Description	Qty.	Unit	Labor & Material /Unit	Total Cost	Remarks
ARCHITECTURAL					
Demolition					
general demolition	10506	sf	\$ 4.75	\$ 49,901.13	concrete slab / ramp demo
				\$ -	
				\$ -	
Total				\$ 49,901.13	
New Work					
03 3000 CONCRETE					
concrete slab and ramp	200	sf	\$ 20.00	\$ 4,000.00	
06 0000 WOOD, PLASTIC, COMPOSITES				\$ -	
raised platforms / ramps	1731	sf	\$ 15.50	\$ 26,830.50	
millwork	36	lf	\$ 425.00	\$ 15,300.00	
08 0000 OPENINGS				\$ -	
aluminum framed ent and storefronts	702	sf	\$ 42.50	\$ 29,835.00	
doors / frames / hardware	8	ea	\$ 1,375.00	\$ 11,000.00	
skylights	12	ea	\$ 3,500.00	\$ 42,000.00	inc. struct framing, roof patch etc.
09 0000 FINISHES				\$ -	
partitions	147	lf	\$ 125.00	\$ 18,375.00	
acoustical ceilings	3040	sf	\$ 6.00	\$ 18,240.00	
flooring	10506	sf	\$ 7.25	\$ 76,168.50	
painting	3750	sf	\$ 1.15	\$ 4,312.50	
acoustical panels/clouds	2080	sf	\$ 18.50	\$ 38,480.00	
				\$ -	
Total				\$ 284,541.50	
MECHANICAL					
hvac	10,506	sf	\$ 5.25	\$ 55,156.50	
				\$ -	
				\$ -	
				\$ -	
Total Mechanical				\$55,156.50	
ELECTRICAL					
general	10506	sf	\$ 25.00	\$ 262,637.50	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
Total Electrical				\$262,637.50	
Project Direct Construction Cost				\$652,236.63	

Description	Qty.	Unit	Labor & Material /Unit	Total Cost	Remarks
Contingencies					
Scale			0.00%	\$0.00	
Design			12.00%	\$78,268.40	
Construction			8.00%	\$52,178.93	
Economic / Escalation			3.00%	\$19,567.10	
Contingencies Subtotal				\$150,014.42	
Project Construction Cost Subtotal				\$802,251.05	
CM / GC Mark Up					
CM Fee / GC OH&P			13.00%	\$104,292.64	
Estimated Construction Contract Award				\$906,543.69	
Furniture					
	1	ls	\$266,600.00	\$266,600.00	
Contingency			5.00%	\$13,330.00	
Design Fee			0.00%	\$0.00	
Furniture Subtotal				\$279,930.00	
Technology Equipment					
	1	allow	\$50,000.00	\$50,000.00	
Contingency			0.00%	\$0.00	
Design Fee			0.00%	\$0.00	
Technology Subtotal				\$50,000.00	
Professional Fees & Reimbursables					
A/E Design Fees			7.25%	\$65,724.42	
Testing			0.00%	\$0.00	
Reimbursable Expenses			0.00%	\$0.00	
Permits/Printing			5.00%	\$45,327.18	
Subtotal				\$111,051.60	
Total Project Cost	\$/sq ft	\$	128.26	\$1,347,525.29	



MEP NARRATIVE

Mechanical

New hot water finned tube heating system will be added to the west perimeter wall where the double glass has been eliminated. The newly built east lobby will have a new ceiling mounted unit heater to serve just the enclosed lobby at the door.

The existing heating ventilation and air conditioning (HVAC) system will be re-zoned to accommodate the separation of the Program Room, new Office and Storage area. Associated thermostats and controls will be moved and/or added to ensure proper temperature control.

Electrical System

The overall power consumption in the renovated zone will be reduced under the renovation plan so no new infrastructure is required. Power and technology wiring will be extended out under the floor to the computer stations and each elevated neighborhood. All new LED indirect and direct lighting will be installed in the ceiling. The new LED lighting will be dimmable down to twenty percent of its total output. The new lighting will be correctly zoned to accommodate the new program space with separate switching for each of the multiple different spaces and uses. All life safety devices will be relocated to accommodate the new walls and changes in overall layout. New sensors and detectors will be added as dictated by code.

BUILDING:

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS, BUREAU OF CONSTRUCTION CODES, 2015 MICHIGAN BUILDING CODE, INCORPORATING THE 2015 EDITION OF THE INTERNATIONAL BUILDING CODE

BARRIER FREE:

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS, 2015 MICHIGAN BUILDING CODE, INCORPORATING THE 2015 EDITION OF THE INTERNATIONAL BUILDING CODE AMERICANS WITH DISABILITIES ACT (ADA), 2010, STANDARDS FOR ACCESSIBLE DESIGN.

MECHANICAL:

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS, 2015 MICHIGAN MECHANICAL CODE, INCORPORATING THE 2015 EDITION OF THE INTERNATIONAL MECHANICAL CODE

PLUMBING:

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS, 2015 MICHIGAN PLUMBING CODE, INCORPORATING THE 2015 EDITION OF THE INTERNATIONAL PLUMBING CODE

ELECTRICAL:

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS, 2017 MICHIGAN ELECTRICAL CODE, INCORPORATING THE 2017 EDITION OF THE NATIONAL ELECTRICAL CODE

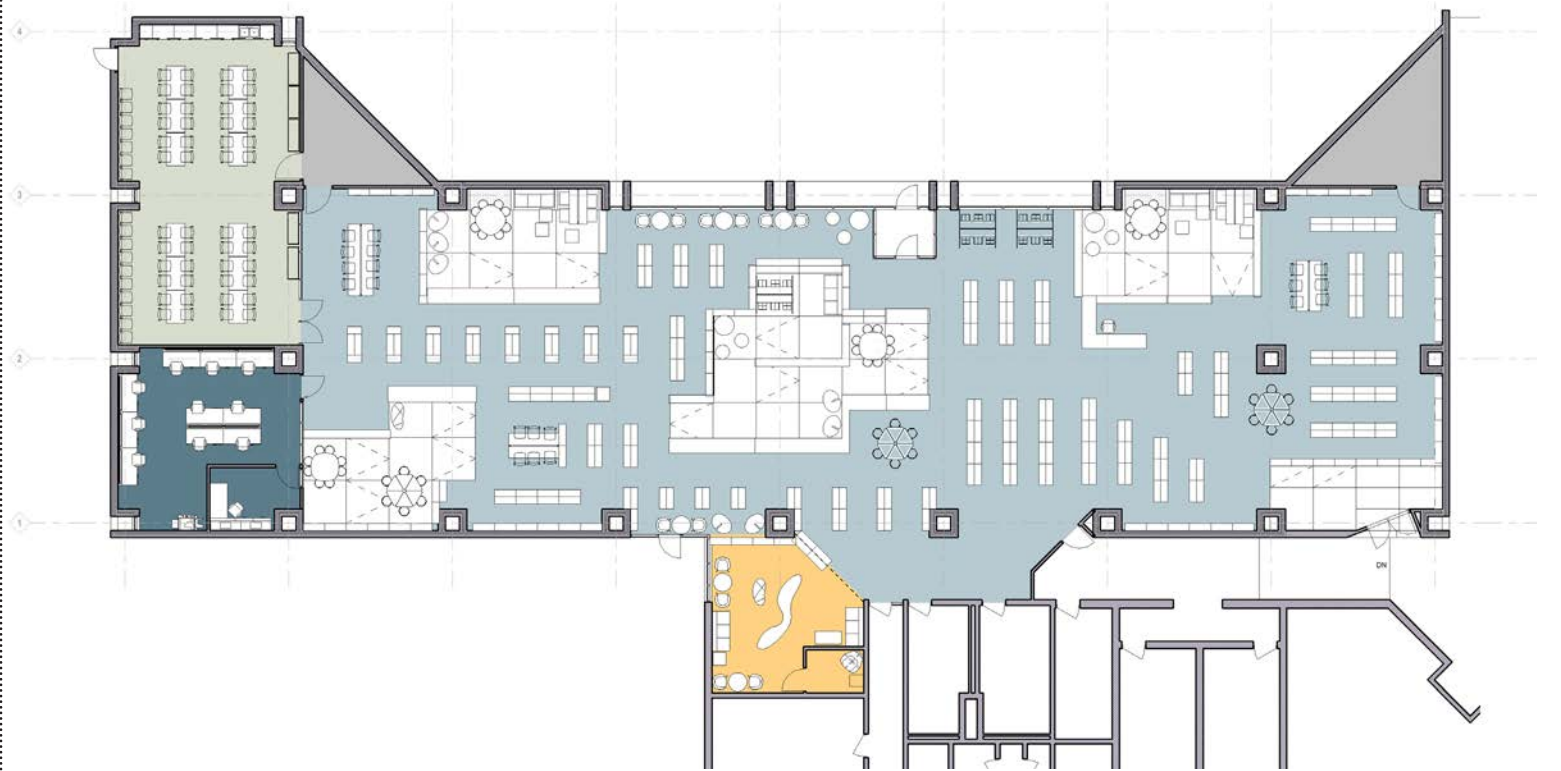
FUNDRAISING DISCUSSION / EFFORT

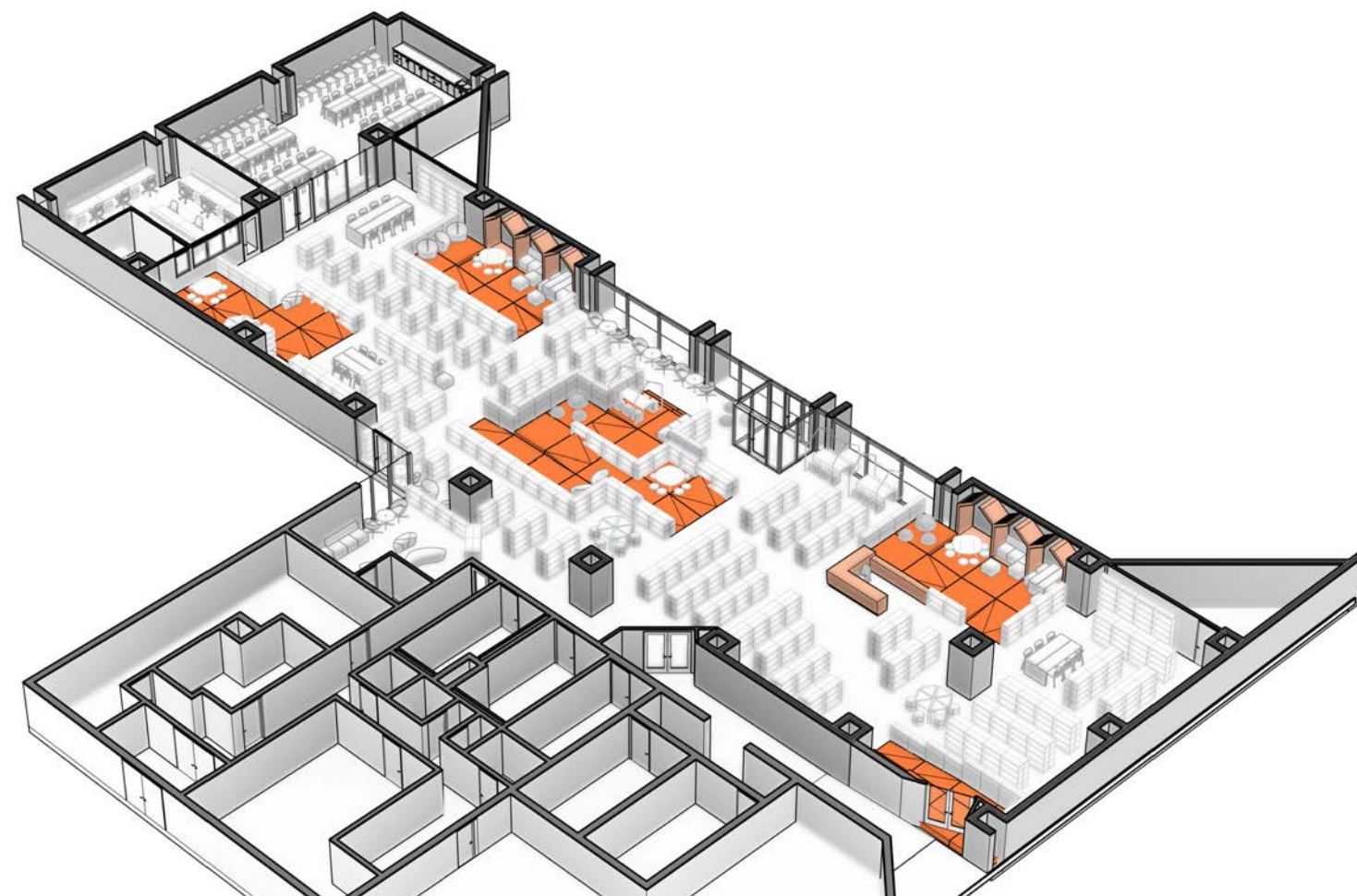
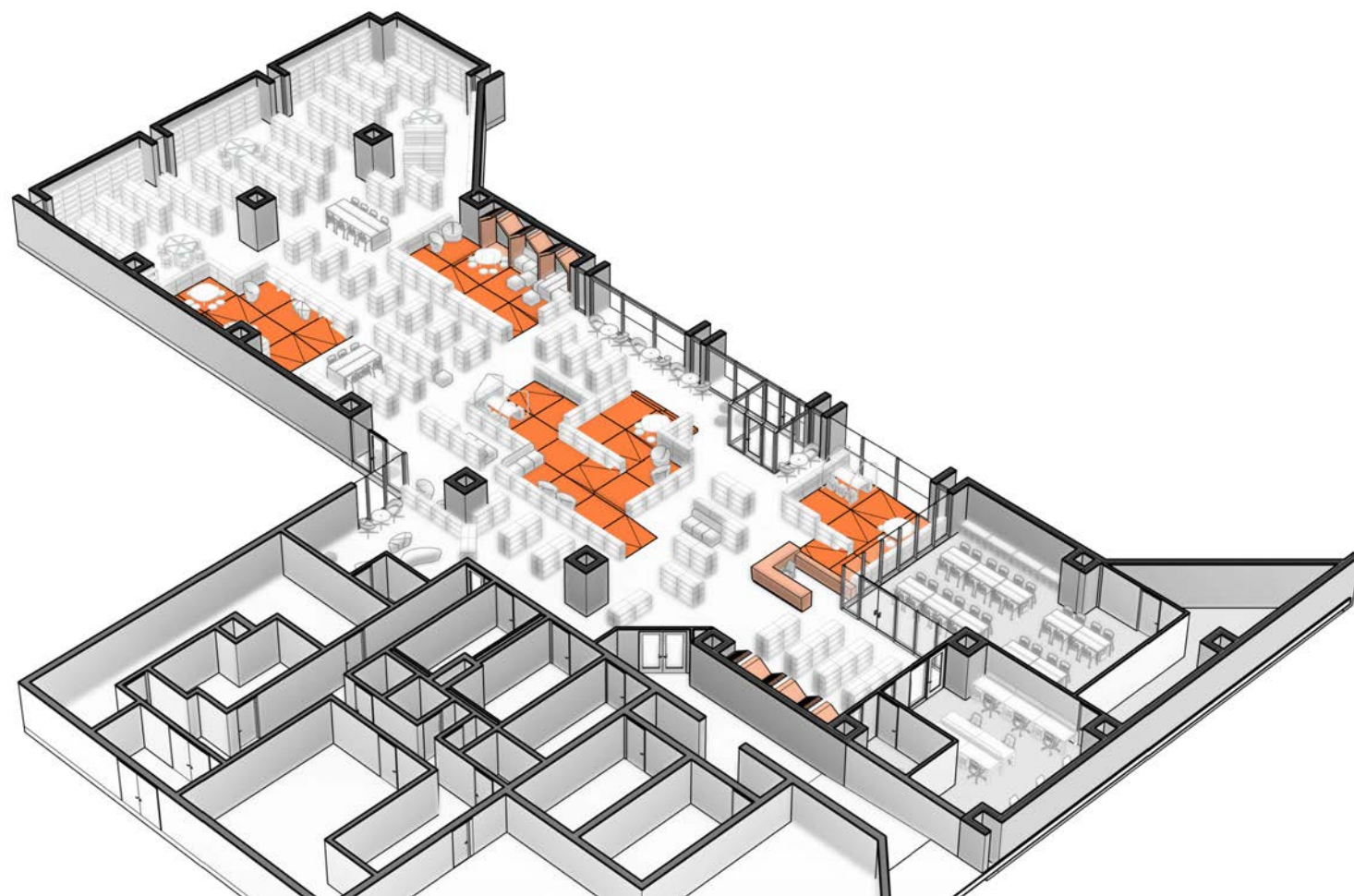
PHASING EVALUATION

NEXT STEPS



APPENDIX A - RENDERINGS





FROM THE NORTHEAST

OVERHEAD VIEW



OPTION 01



OPTION 02



OPTION 01



OPTION 02

VIEW FROM CENTER NEIGHBORHOOD



OPTION 01



OPTION 02



OPTION 01



OPTION 02

VIEW FROM SOUTHWEST NEIGHBORHOOD



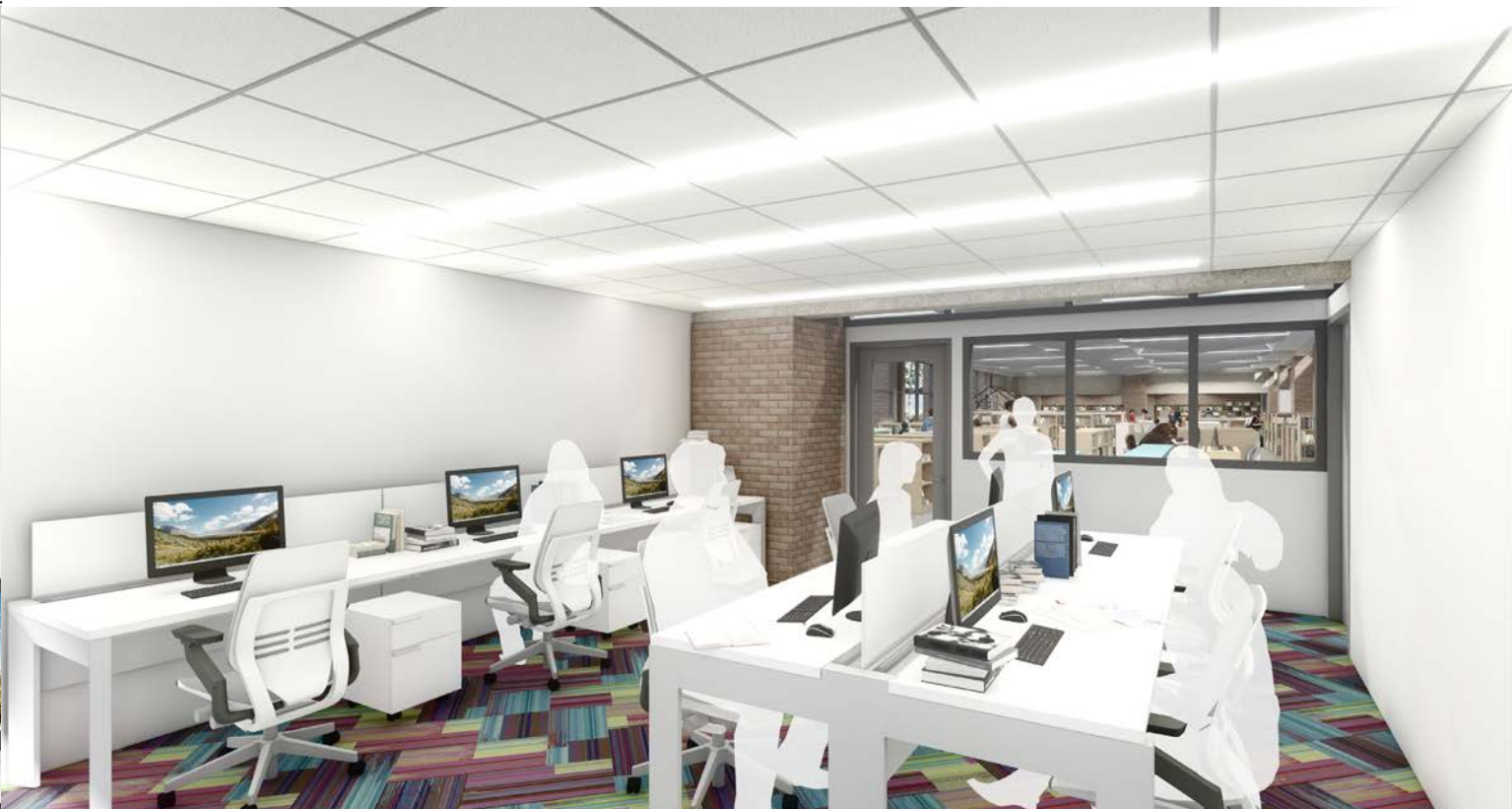
OPTION 01



OPTION 02



OPTION 01



OPTION 02



THANK YOU

WHAT DO YOU WANT TO DO IN YOUR NEW LIBRARY?

NAME (OPTIONAL) VIJAY

AGE 5

BOOK

I ~~did~~ read a in the LIBRARY.

I did puzzle.

I did play game.

WHAT DO YOU WANT TO DO IN YOUR NEW LIBRARY?

NAME (OPTIONAL) Natalie Rollinger

AGE 42 (248) 877-0262

I would love to see a large pretend play area for young kids. I posted pictures on the facebook page of a pretend train or little bookmobile area. Kids learn by touching and ~~see~~ feeling.

I would be open to help participate in any fundraising that we need to do to make it a fun area that's more interactive for the pre school crowd.

A little baby play area would be great!
Maybe a puppet area for play.

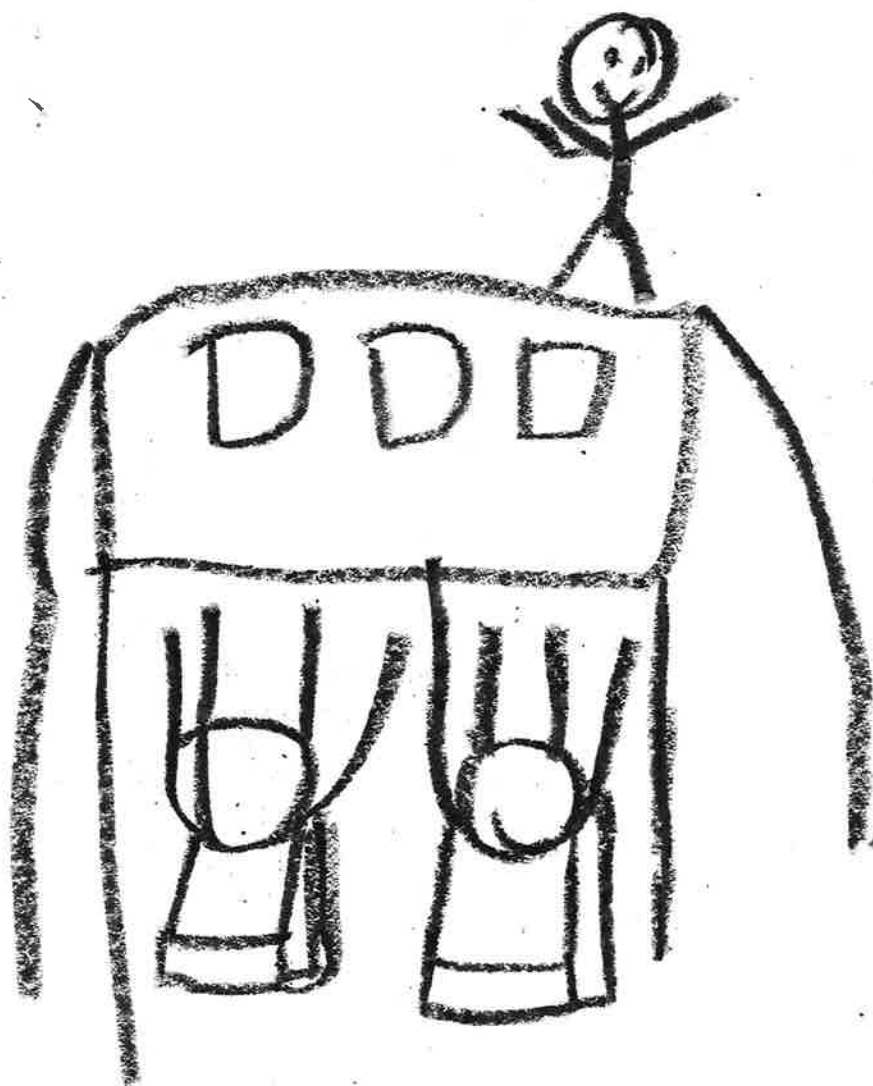
Right now we often go to Rochester to play.



WHAT DO YOU DO IN YOUR LIBRARY TODAY?

NAME (OPTIONAL) MARUSKA

AGE 7 1/2



I
read
Cam Janssen
books!

WHAT DO YOU WANT TO DO IN YOUR NEW LIBRARY?

NAME (OPTIONAL)

Maruska

AGE

7 1/2



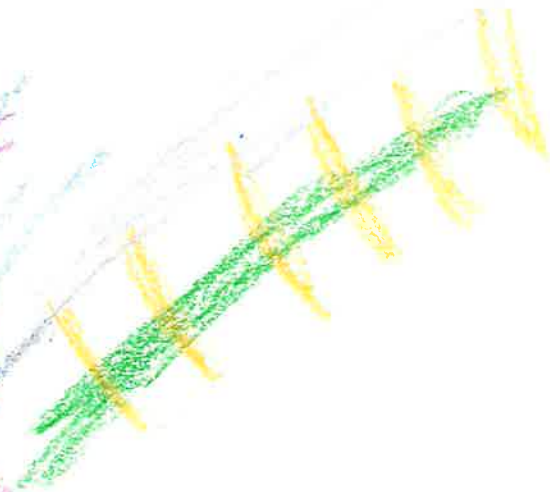
WHAT DO YOU DO IN YOUR LIBRARY TODAY?

NAME (OPTIONAL)

Kampha

AGE

5



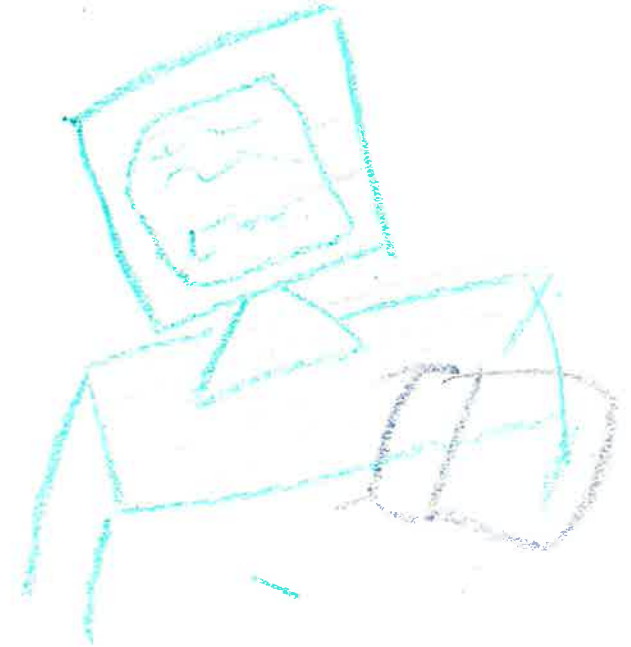
WHAT DO YOU DO IN YOUR LIBRARY TODAY?

NAME (OPTIONAL) Aarushi

AGE 9



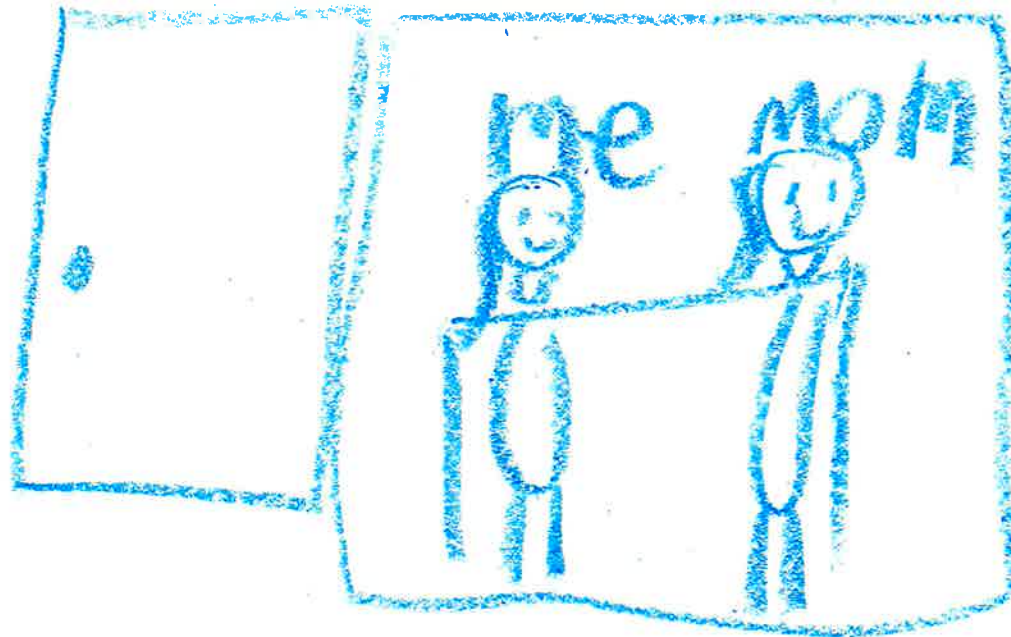
computers



WHAT DO YOU WANT TO DO IN YOUR NEW LIBRARY?

NAME (OPTIONAL) _____

AGE _____

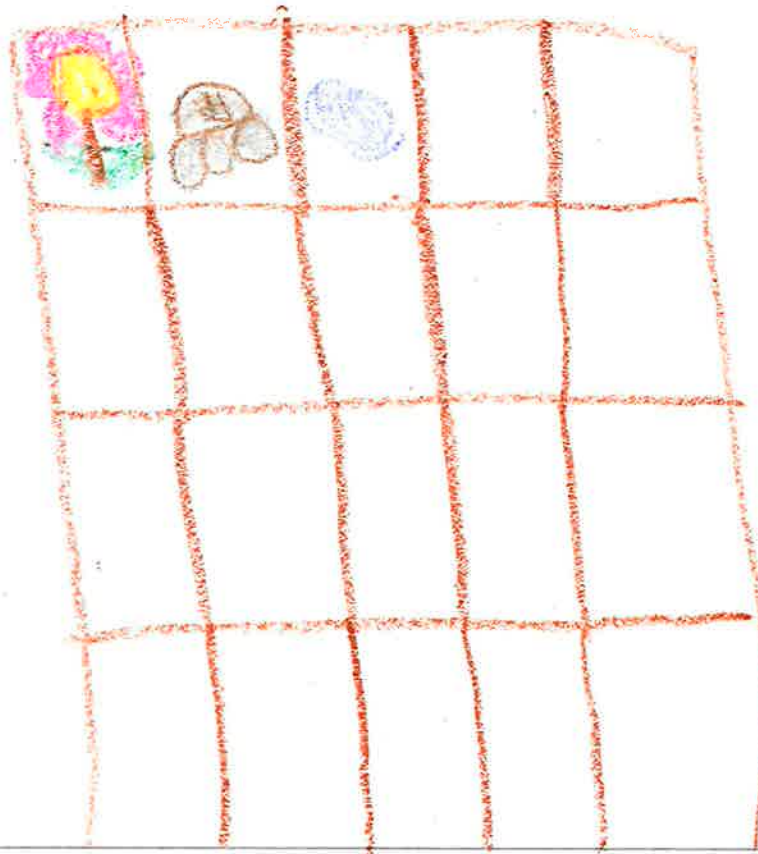


WHAT DO YOU DO IN YOUR LIBRARY TODAY?

NAME (OPTIONAL) Anna

AGE 5

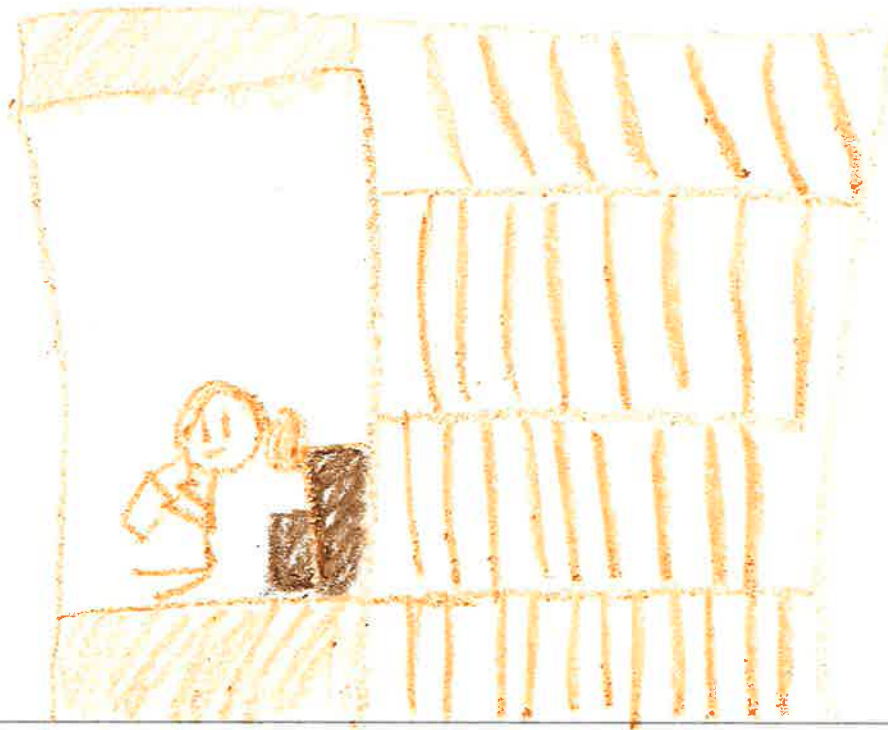
Look!



WHAT DO YOU WANT TO DO IN YOUR NEW LIBRARY?

NAME (OPTIONAL) Aashin

AGE 9



WHAT DO YOU DO IN YOUR LIBRARY TODAY?

NAME (OPTIONAL) _____

AGE 5 1/2

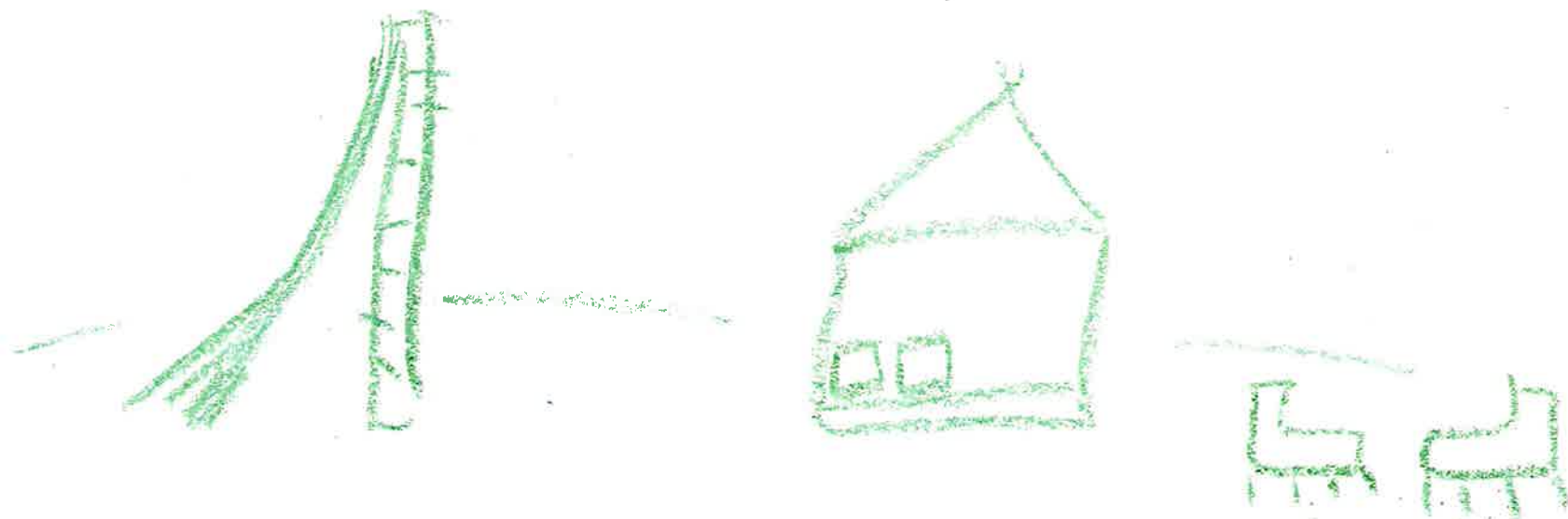


WHAT DO YOU WANT TO DO IN YOUR NEW LIBRARY?

NAME (OPTIONAL) Annie

AGE 10

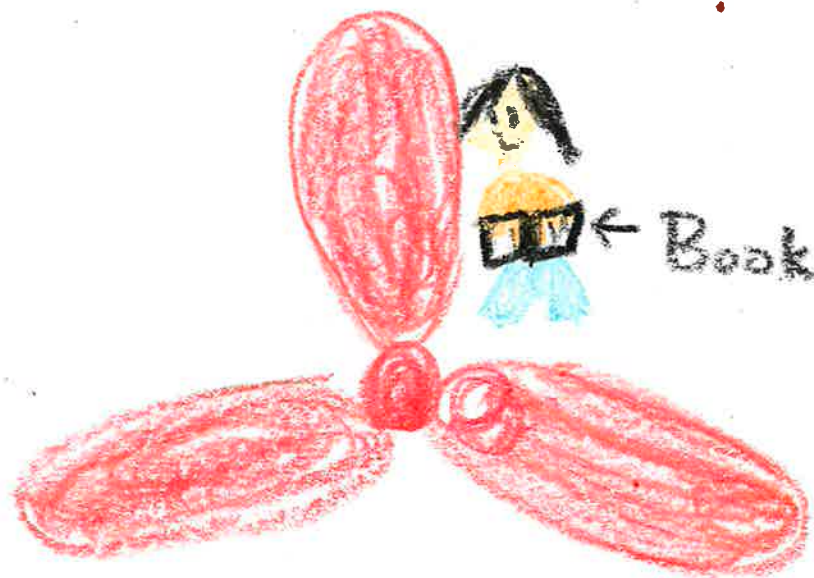
Playground and
cozy seats and little
house



WHAT DO YOU DO IN YOUR LIBRARY TODAY?

NAME (OPTIONAL) Annie Zhao

AGE 10



WHAT DO YOU DO IN YOUR LIBRARY TODAY?

NAME (OPTIONAL) Aashin

AGE 9

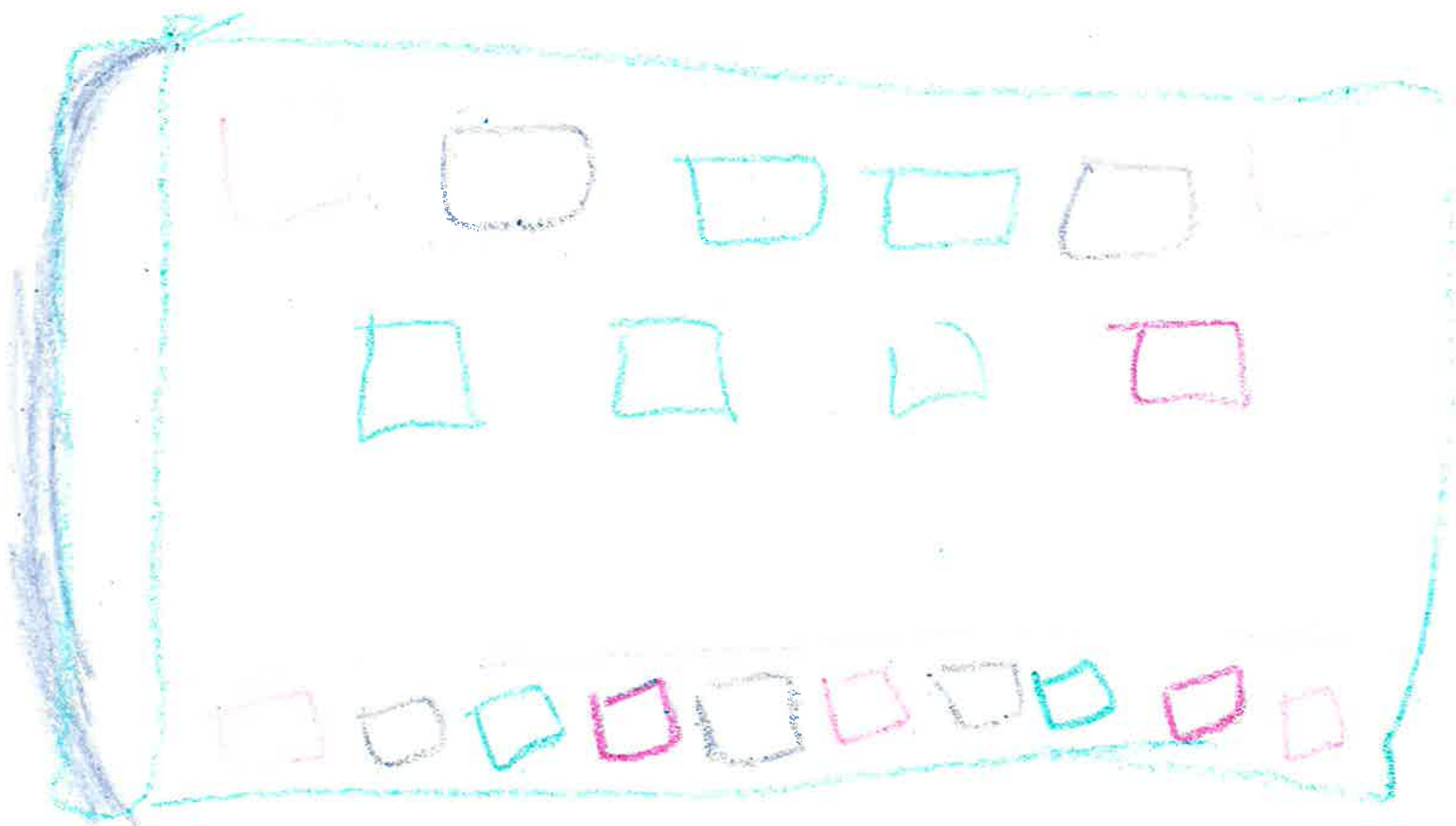


WHAT DO YOU WANT TO DO IN YOUR NEW LIBRARY?

NAME (OPTIONAL) Aarushi

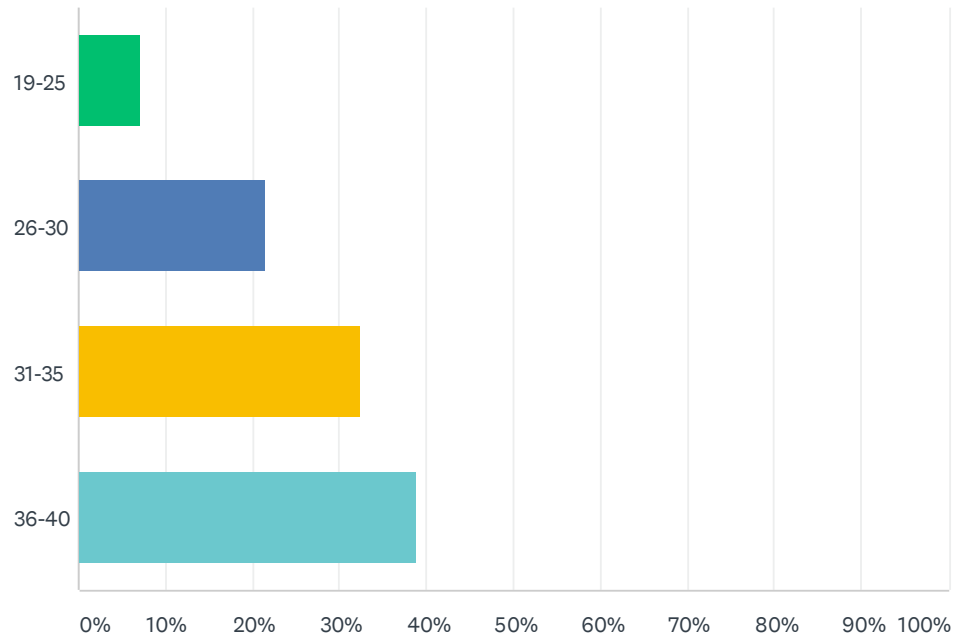
AGE 9

I pad



Q1 How old are you?

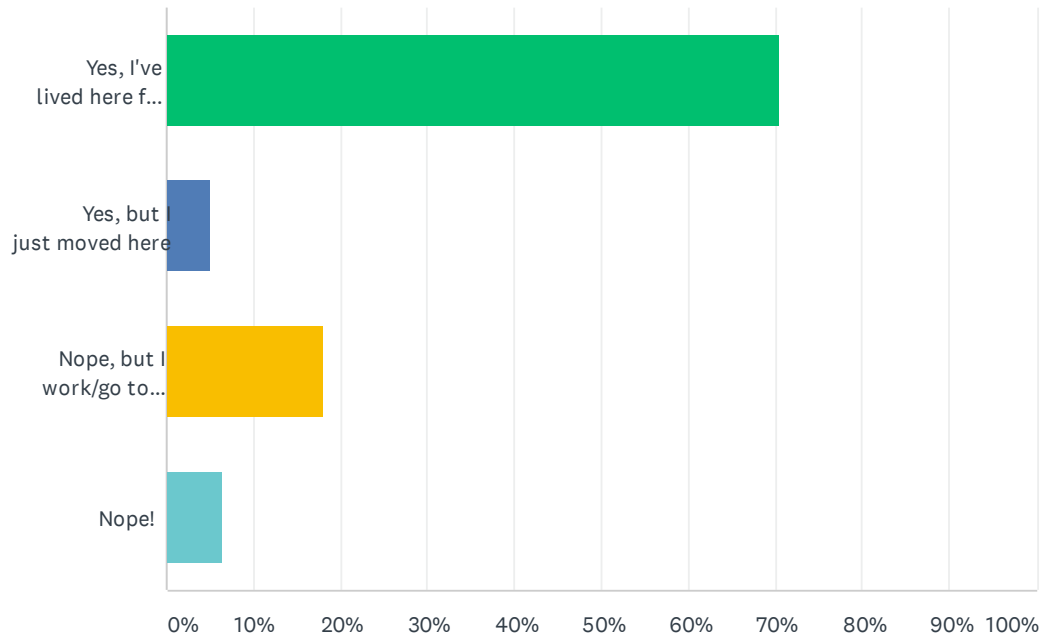
Answered: 139 Skipped: 0



ANSWER CHOICES	RESPONSES	
19-25	7.19%	10
26-30	21.58%	30
31-35	32.37%	45
36-40	38.85%	54
TOTAL		139

Q2 Do you live in Troy?

Answered: 139 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes, I've lived here for more than a year	70.50%	98
Yes, but I just moved here	5.04%	7
Nope, but I work/go to school/hang out a lot in Troy	17.99%	25
Nope!	6.47%	9
TOTAL		139

Q3 Do you currently use the library? If no, why not?

Answered: 127 Skipped: 12

Libraries and Millennials Survey : Troy Public Library

#	RESPONSES	DATE
1	Yes, actively!	3/7/2020 1:06 PM
2	YES! I actually prefer Troy to my home library of Royal Oak.	2/29/2020 7:41 AM
3	Yes I do and I love it!	2/28/2020 4:12 PM
4	no. not much myself than by daughter. but planning to explore soon.	2/24/2020 1:17 PM
5	Yes	2/23/2020 11:57 PM
6	Yes I do. My husband and I both have cards, but he checks things out for me on his card more often than I use mine because he passes the library on his way to and from work.	2/22/2020 3:29 PM
7	Yes	2/21/2020 1:56 PM
8	Yes	2/20/2020 5:33 PM
9	Yes	2/20/2020 2:06 PM
10	Yes	2/20/2020 11:10 AM
11	Yes	2/20/2020 7:47 AM
12	Yes!	2/20/2020 6:06 AM
13	Busy	2/19/2020 11:44 PM
14	Yes	2/19/2020 11:39 PM
15	Yes I do!	2/19/2020 10:26 PM
16	Occasionally	2/19/2020 8:31 PM
17	Yes!	2/19/2020 8:31 PM
18	Yes	2/19/2020 8:20 PM
19	Yes	2/19/2020 4:46 PM
20	YES	2/19/2020 4:10 PM
21	Yes	2/19/2020 4:00 PM
22	Yes	2/19/2020 3:48 PM
23	YES!	2/19/2020 3:48 PM
24	Yes	2/19/2020 3:30 PM
25	YES!	2/19/2020 3:18 PM
26	Yes	2/19/2020 3:15 PM
27	Yes	2/19/2020 3:14 PM
28	Yes	2/19/2020 3:14 PM
29	Yes	2/19/2020 3:12 PM
30	Yes, I love bringing my kids there.	2/17/2020 12:47 PM
31	Yes	2/13/2020 6:57 PM
32	Yes	2/11/2020 1:47 PM
33	Yes	2/10/2020 9:02 PM
34	Yes.	2/10/2020 4:56 PM
35	Yes	2/10/2020 4:23 PM
36	No. I want to but usually don't find time on the weekends	2/10/2020 2:50 PM
37	I do.	2/10/2020 8:07 AM

Libraries and Millennials Survey : Troy Public Library

38	Yes	2/9/2020 4:34 PM
39	Yes! My son and I use the library!	2/9/2020 2:58 PM
40	Yes	2/9/2020 12:40 PM
41	Yes	2/8/2020 11:28 PM
42	Yes. Weekly	2/8/2020 11:13 PM
43	No, forgot about it!	2/8/2020 10:39 PM
44	Yes	2/8/2020 10:13 PM
45	Yes	2/8/2020 10:10 PM
46	No, I mostly use my Kindle and Amazon Kindle unlimited	2/8/2020 8:08 PM
47	Yes at times I bring my kids. However, I would like to see the youth area updated and another area with more blocks, magnets, books, puppets , train table, etc. similar to Rochester library.	2/8/2020 5:23 PM
48	Yes!	2/8/2020 4:27 PM
49	Not currently- I live in a different city.	2/8/2020 4:24 PM
50	No, hours weren't ideal for visiting once I started working FT during the day, plus not a huge selection. Card expired.	2/8/2020 1:51 PM
51	Yes I do.	2/8/2020 12:09 PM
52	Yes!	2/8/2020 9:52 AM
53	Daily	2/8/2020 9:16 AM
54	Yes	2/8/2020 9:00 AM
55	I do occasionally	2/8/2020 8:55 AM
56	Yes	2/8/2020 7:54 AM
57	Yes	2/8/2020 6:06 AM
58	No, I like to support authors directly when I can, and use a digital rental subscription for the rest (Amazon). Plus the libraries here are in German!	2/8/2020 3:35 AM
59	No because I trade books with friends and buy ones I really want. I also use Amazon prime reading.	2/8/2020 3:27 AM
60	No- I use the one closest to my house (Rochester Hills Public Library)	2/8/2020 12:49 AM
61	Yes	2/8/2020 12:14 AM
62	Yes	2/8/2020 12:00 AM
63	Yes	2/7/2020 11:56 PM
64	No, moved here and havent gotten a library card yet for Troy.	2/7/2020 11:56 PM
65	I used to but I haven't in the last two years. Had a baby and have another on the way and it just takes too much time. We plan to start again soon though for all the resources we believe are available for our daughter.	2/7/2020 11:13 PM
66	No, I don't have the time to get up there. I also don't know the hours.	2/7/2020 10:31 PM
67	No, hate books	2/7/2020 9:31 PM
68	Yes	2/7/2020 8:54 PM
69	Yes, but mostly for my children.	2/7/2020 8:37 PM
70	Yes	2/7/2020 7:54 PM
71	Yes	2/7/2020 7:52 PM

Libraries and Millennials Survey : Troy Public Library

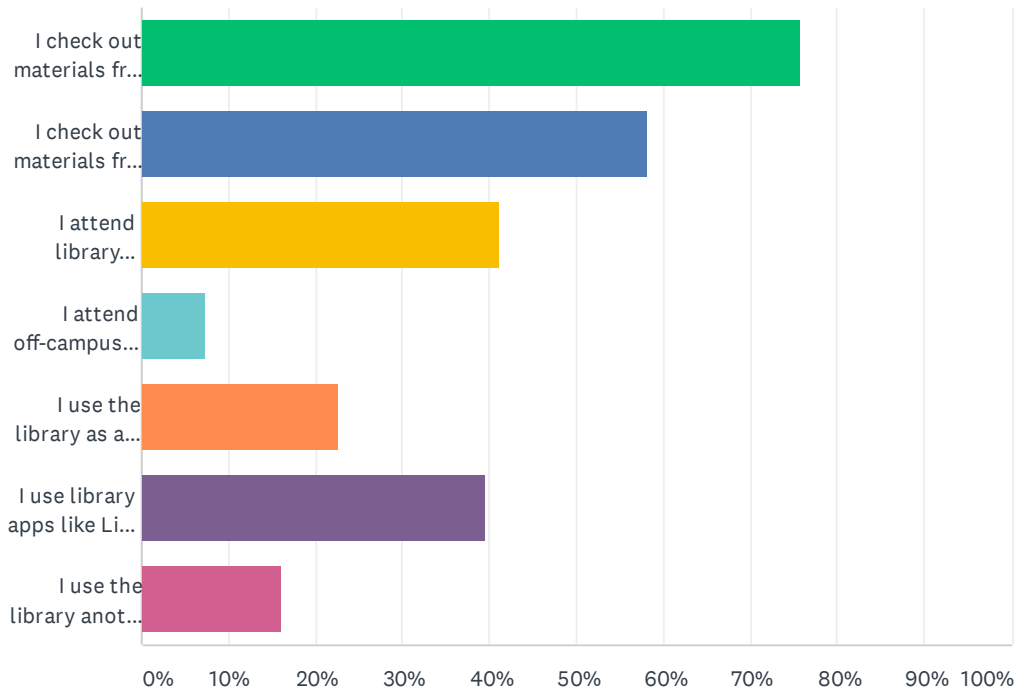
72	Yes	2/7/2020 7:51 PM
73	Yes I do.	2/7/2020 7:47 PM
74	Yes	2/7/2020 7:30 PM
75	Yes	2/7/2020 7:27 PM
76	Yes	2/7/2020 7:23 PM
77	Yes, all the time.	2/7/2020 7:16 PM
78	Yes - almost weekly!!!!	2/7/2020 6:54 PM
79	Yes	2/7/2020 6:53 PM
80	Yes!	2/7/2020 6:44 PM
81	Yes	2/7/2020 6:43 PM
82	I use the hoopla audiobooks, but do not check books out because I don't have time due to grad school.	2/7/2020 6:28 PM
83	Yes, but mostly for digital downloads on my kindle.	2/7/2020 6:09 PM
84	Yes	2/7/2020 6:06 PM
85	Yes	2/7/2020 4:25 PM
86	Yes	2/7/2020 4:12 PM
87	We haven't yet but plan to soon!	2/7/2020 4:09 PM
88	Yes	2/7/2020 3:58 PM
89	Yes	2/7/2020 3:51 PM
90	Yes	2/7/2020 3:20 PM
91	No, because I currently Live out of the country but I wish I did	2/7/2020 3:09 PM
92	Yes	2/7/2020 2:56 PM
93	At times when need to study	2/7/2020 2:50 PM
94	Yes	2/7/2020 2:41 PM
95	Yes	2/7/2020 1:56 PM
96	yes, just went yesterday	2/7/2020 1:31 PM
97	I use the online services to get books.	2/7/2020 1:30 PM
98	I use the library!	2/7/2020 1:26 PM
99	No, I use the library close to school (back in college) or at school. I also use the online intra-library services.	2/7/2020 1:02 PM
100	Yes.	2/7/2020 1:02 PM
101	Yes	2/7/2020 12:54 PM
102	Yes, quite a bit	2/7/2020 12:44 PM
103	Yes	2/7/2020 12:39 PM
104	Yes	2/7/2020 12:25 PM
105	Yes!	2/7/2020 12:16 PM
106	Yes	2/7/2020 12:11 PM
107	Yes	2/7/2020 12:08 PM
108	Yes	2/7/2020 12:06 PM

Libraries and Millennials Survey : Troy Public Library

109	Yes	2/7/2020 12:02 PM
110	Yes	2/7/2020 11:59 AM
111	Yes	2/7/2020 11:54 AM
112	Yes	2/7/2020 11:54 AM
113	Yes	2/7/2020 11:50 AM
114	yes	2/7/2020 11:48 AM
115	Yes we visit the library weekly	2/7/2020 11:46 AM
116	Yes	2/7/2020 11:40 AM
117	Yes	2/6/2020 6:45 PM
118	Yes	2/6/2020 6:40 PM
119	Yes!	2/6/2020 6:02 PM
120	Yes	2/6/2020 5:47 PM
121	Yes	2/6/2020 5:40 PM
122	Yes, but mostly my library app/online resources	2/5/2020 12:15 PM
123	I live in a rural area without a library. I have a young daughter who loves books but since shebcant check books out in libraries that aren't where we live we don't go. As an educator I wish there was a guest pass I could sign up for.	2/5/2020 11:04 AM
124	Only through Overdrive.	2/5/2020 11:00 AM
125	Yes	2/5/2020 9:09 AM
126	No, distance/my hometown library is more convenient	2/4/2020 8:31 PM
127	Yes	2/3/2020 8:29 AM

Q4 If you DO use the library, how do you use it? (Click all that apply)

Answered: 124 Skipped: 15



ANSWER CHOICES	RESPONSES	
I check out materials from the library for myself	75.81%	94
I check out materials from the library for my kids	58.06%	72
I attend library programs and events at the library	41.13%	51
I attend off-campus library programs (trivia, Books and Brews, etc)	7.26%	9
I use the library as a meeting/study space	22.58%	28
I use library apps like Libby and Hoopla	39.52%	49
I use the library another way (please specify)	16.13%	20
Total Respondents: 124		

Libraries and Millennials Survey : Troy Public Library

#	I USE THE LIBRARY ANOTHER WAY (PLEASE SPECIFY)	DATE
1	I visit bookshops.	2/21/2020 1:56 PM
2	Visit the used books sale downstairs	2/20/2020 2:06 PM
3	Love the Bookstore	2/19/2020 8:31 PM
4	I check out books and materials for my classroom.	2/19/2020 8:20 PM
5	Buy books at the book sale	2/19/2020 3:30 PM
6	The Used Book Store!	2/19/2020 3:12 PM
7	Bring my kids to play and read kid books together.	2/17/2020 12:47 PM
8	I use the library's access to Mango Languages	2/13/2020 6:57 PM
9	Friends of TPL weekend book sales	2/8/2020 10:13 PM
10	Database	2/8/2020 12:09 PM
11	Audio books, a play place	2/7/2020 7:16 PM
12	Classroom	2/7/2020 6:54 PM
13	Printing	2/7/2020 6:04 PM
14	Borrowing books for Kindle	2/7/2020 4:12 PM
15	I buy from the book shop, attend children's programs with my kids	2/7/2020 3:51 PM
16	Homeschooling resources	2/7/2020 12:25 PM
17	bring the kids to read and play	2/7/2020 12:08 PM
18	For getting away	2/7/2020 11:59 AM
19	I use the computer services to print off resumes and job applications	2/6/2020 6:02 PM
20	I use it for research when needed.	2/5/2020 11:04 AM

Q5 Looking back at the last time you visited the library, did you feel comfortable there? Why or why not?

Answered: 134 Skipped: 5

Libraries and Millennials Survey : Troy Public Library

#	RESPONSES	DATE
1	Yes, we love to go look at suggested/new books, the updates to the rooms are always appreciated to make the library current and inviting	3/7/2020 1:06 PM
2	Yes. The staff and other patrons were very friendly and helpful.	2/29/2020 7:41 AM
3	Yes, the Troy Public Library is a very comfortable space.	2/28/2020 4:12 PM
4	yes. it was comforable	2/24/2020 1:17 PM
5	Yes, I love being able to just wander through the stacks	2/23/2020 11:57 PM
6	Yes I did. I also grew up in Troy and so the library feels very comforting.	2/22/2020 3:29 PM
7	Yes, because atmosphere there always friendly and relaxing.	2/21/2020 1:56 PM
8	Yes I was comfortable. The library has lots of quiet (and spacious) areas to study and work. The numerous amount of windows bring in a lot of natural light. Furthermore, the Troy Library has reliable wifi and a wonderful variety of books.	2/20/2020 5:33 PM
9	Yes, I felt comfortable. Everything is well organized. Potentially the study areas could be improved.	2/20/2020 2:06 PM
10	Yes	2/20/2020 11:10 AM
11	Yes I feel comfortable and the are very nice t	2/20/2020 7:50 AM
12	Yes. Always very clean and staff are friendly and helpful.	2/20/2020 6:06 AM
13	Yes.	2/19/2020 11:44 PM
14	Yes, it gives me the autonomy to do things myself but has people ready and willing to help if needed.	2/19/2020 11:39 PM
15	I did feel comfortable. I truly enjoy books and reading, so the library is my happy place.	2/19/2020 10:26 PM
16	I usually run in and grab what I need.	2/19/2020 8:31 PM
17	Absolutely! Everyone has always been very helpful with me and towards my kids when we ask questions or looking for ideas or a certain book. Thank you for all you do for our community!	2/19/2020 8:31 PM
18	Yes. It was clean and looked safe.	2/19/2020 8:20 PM
19	Yes; it is a comfortable place We check out books, movies & music	2/19/2020 4:46 PM
20	YES	2/19/2020 4:10 PM
21	I did! It's inviting with lots of spaces for my kids to browse for books.	2/19/2020 4:00 PM
22	Yes	2/19/2020 3:48 PM
23	Yes	2/19/2020 3:48 PM
24	Very comfortable	2/19/2020 3:40 PM
25	Yes, I felt safe.	2/19/2020 3:30 PM
26	Yes - very friendly and helpful staff.	2/19/2020 3:18 PM
27	Yeah, it was a friendly atmosphere.	2/19/2020 3:15 PM
28	Yes. Some librarians could be more approachable though. Easier to find posted explanation of Hits and New checkout times.	2/19/2020 3:14 PM
29	Yes	2/19/2020 3:14 PM
30	Yes. I was given the help I needed and never felt rushed.	2/19/2020 3:12 PM
31	Yes, I did. There are a lot of people around so I always feel safe (it isn't dark and empty). The staff is very kind and helpful, as are the volunteers.	2/19/2020 3:12 PM
32	No, I	2/17/2020 12:47 PM

Libraries and Millennials Survey : Troy Public Library

33	Yes	2/13/2020 6:57 PM
34	Yes	2/11/2020 1:47 PM
35	Yes bright and friendly	2/10/2020 9:02 PM
36	Yes	2/10/2020 4:56 PM
37	Yes. We were in the children's area and it was quiet and controlled.	2/10/2020 4:23 PM
38	No. It always makes me anxious when I go to one. I'm not sure why.	2/10/2020 8:07 AM
39	Yes, very	2/9/2020 4:34 PM
40	I feel so comfortable there. It's a great place to bring children.	2/9/2020 2:58 PM
41	Yes, it is clean, neat, and well-organized.	2/9/2020 12:40 PM
42	Yes	2/8/2020 11:28 PM
43	Yes.	2/8/2020 11:13 PM
44	No. Chairs were uncomfortable. Lighting wasn't warm	2/8/2020 10:39 PM
45	Yes, the Friends of TPL volunteers were very friendly when I came for the basement book sale	2/8/2020 10:13 PM
46	I felt pretty comfortable	2/8/2020 10:10 PM
47	I've never been even though I live here :(2/8/2020 8:08 PM
48	yes I did. Very nice place for me and my kids to visit.	2/8/2020 6:37 PM
49	Yes.	2/8/2020 5:23 PM
50	Yes. It is a diverse and welcoming space.	2/8/2020 4:27 PM
51	Yes. I grew up in Troy so I know the library pretty well, and have always felt welcome.	2/8/2020 4:24 PM
52	Yes.	2/8/2020 1:51 PM
53	Yes I do. It always welcoming and the staff is always friendly along with the patrons.	2/8/2020 12:09 PM
54	I used the quiet study area, it was pretty good!	2/8/2020 9:52 AM
55	Yes. It was peaceful and clean and full of books.	2/8/2020 9:16 AM
56	Yes.	2/8/2020 9:00 AM
57	Of course	2/8/2020 8:55 AM
58	Yes	2/8/2020 7:54 AM
59	Yes, nice feel	2/8/2020 6:06 AM
60	Yes, I love the cultural events and being among paper books	2/8/2020 3:35 AM
61	Yes. It was calm and I had been there many times throughout my childhood so I knew where everything was. Going to other libraries it is harder to find things because I am not accustomed to it.	2/8/2020 3:27 AM
62	Yes! Love going to the library. A great space to study quietly or even read. A good get-a-way from home as well.	2/8/2020 12:49 AM
63	Yes. I took my daughter to an event and then checked out some books. It was casual as I feel the kids area is so we don't have to worry too much about being very quiet.	2/8/2020 12:14 AM
64	Yes. Quite work space/desk	2/8/2020 12:00 AM
65	Yes, easy to check out books. In and out	2/7/2020 11:56 PM
66	Yes! It was a beautiful library!!	2/7/2020 11:56 PM
67	Yes	2/7/2020 10:33 PM
68	Yes because there were plenty of workers and other people visiting.	2/7/2020 10:31 PM

Libraries and Millennials Survey : Troy Public Library

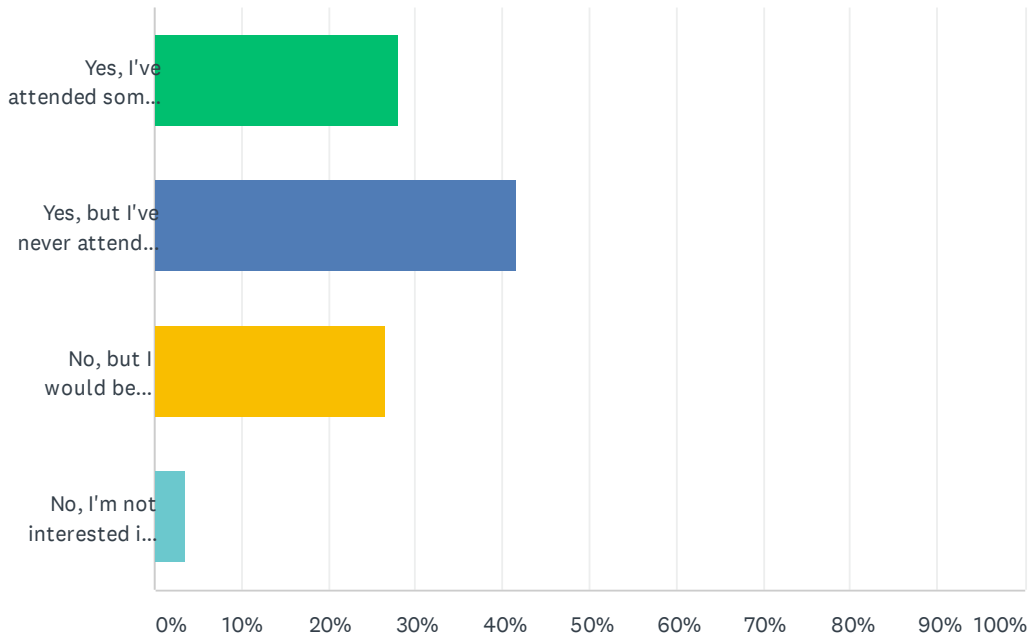
69	Not inclusive enough	2/7/2020 9:31 PM
70	Yes	2/7/2020 9:10 PM
71	Yes	2/7/2020 8:54 PM
72	Yes, I felt comfortable there. Staff was nice and the facility is nice.	2/7/2020 8:37 PM
73	Yes, it was a pleasant environment	2/7/2020 7:57 PM
74	No, I took my 1.5 year old to storytime and it was a very crowded and claustrophobic in that room. I prefer the Baldwin Library because it is less crowded for the kids. The traffic on Big Beaver was also awful getting to the Troy library because of construction.	2/7/2020 7:54 PM
75	Yes, its a great free space to spend time!!	2/7/2020 7:52 PM
76	Yes very much. It is a nice and quiet place to do our activities. It's a nice place to study and hang out sometimes.	2/7/2020 7:51 PM
77	It's specious and has clean bathrooms so I felt comfortable.	2/7/2020 7:47 PM
78	Yes, libraries are a comforting space for me	2/7/2020 7:30 PM
79	Yes	2/7/2020 7:27 PM
80	Yes, it's a bright, safe, clean space - I've never felt uncomfortable there	2/7/2020 7:23 PM
81	Yes, I love the environment and staff	2/7/2020 7:16 PM
82	Yes! Love that place! ♥	2/7/2020 6:54 PM
83	Yes	2/7/2020 6:53 PM
84	Yes	2/7/2020 6:44 PM
85	Yes, especially in the kids section	2/7/2020 6:43 PM
86	Yes. Friendly staff, nice layout.	2/7/2020 6:28 PM
87	Yes, I was helped at the front desk right away. It helps that I grew up here and am very familiar with the layout as well.	2/7/2020 6:09 PM
88	Yes. Quiet.	2/7/2020 6:06 PM
89	Winter wonderland event. Very comfy	2/7/2020 5:57 PM
90	Yes, relaxing areas and cozy spaces	2/7/2020 5:52 PM
91	Yes, it's a quiet place with helpful staff	2/7/2020 4:25 PM
92	Yes, it was peaceful and quiet.	2/7/2020 4:12 PM
93	We haven't visited yet but are excited to!	2/7/2020 4:09 PM
94	Yes, the staff was really welcoming and friendly and the events were great	2/7/2020 3:58 PM
95	Yes, I love our library! The layout is easy to navigate, the staff is friendly and helpful.	2/7/2020 3:51 PM
96	Yes, I love the staff there!	2/7/2020 3:20 PM
97	Yes! It feels like Home bc I grew up visiting the library weekly	2/7/2020 3:09 PM
98	Everyone work there are awesome people	2/7/2020 2:56 PM
99	Yes quiet	2/7/2020 2:50 PM
100	Yes	2/7/2020 2:41 PM
101	Mostly, but I was concerned about my kids being too loud, even in the juvenile area.	2/7/2020 1:56 PM
102	yes	2/7/2020 1:31 PM
103	Yes	2/7/2020 1:30 PM
104	I felt comfortable.	2/7/2020 1:26 PM

Libraries and Millennials Survey : Troy Public Library

105	About 2 years since I last visited the Troy library. It was comfortable and good for studying.	2/7/2020 1:02 PM
106	Yes, it was quiet, safe, clean.	2/7/2020 1:02 PM
107	Yes! Everytime I have needed help staff were happy to assist!	2/7/2020 12:54 PM
108	Yes, quite comfortable	2/7/2020 12:44 PM
109	Yes	2/7/2020 12:30 PM
110	Yes! Love the organization of the hold shelf and the helpfulness of the librarians. My girls adore the children's library and all there is to do there.	2/7/2020 12:25 PM
111	Yes, I love the quiet atmosphere.	2/7/2020 12:16 PM
112	Yes was comfortable	2/7/2020 12:11 PM
113	Yes	2/7/2020 12:08 PM
114	Yes, the library is welcoming and I know many of the librarians by name	2/7/2020 12:06 PM
115	Yes,I love to come there	2/7/2020 12:02 PM
116	Yes. I love books they make me feel comfortable.	2/7/2020 11:59 AM
117	I always take both my kids there and always feel comfortable taking them there. Atmosphere, workers and just people attending the library are always great.	2/7/2020 11:56 AM
118	Yep. Troy library is a great place.	2/7/2020 11:54 AM
119	Yes. There is plenty of seating and the librarians are always super helpful and friendly.	2/7/2020 11:54 AM
120	Yes, I did in the children's section. My kids love to check out books and hang out there. I do however feel a little uncomfortable in the adult section as it's super quiet and I feel that if I make a noise, others around will be upset. It's very hard to bring my kids into that section while I browse because of this.	2/7/2020 11:50 AM
121	yes, friendly staff	2/7/2020 11:48 AM
122	Yes we always feel comfortable	2/7/2020 11:46 AM
123	Nope. Chairs in the youth section are old and limited. The new baby play area is awesome in concept but now the bigger kids don't have anywhere to play.	2/7/2020 11:40 AM
124	No, it was very crowded on a Sunday afternoon - there were no chairs or tables available for me to look at materials and there was a line to search the catalog and check out materials.	2/6/2020 6:45 PM
125	Yes, it was quiet and I was able to find a good spot to sit and work	2/6/2020 6:40 PM
126	Yes - I've been going to the Troy library since I was a kid and I love it.	2/6/2020 6:02 PM
127	Yes, grew up in Troy and it's familiar to me	2/6/2020 5:47 PM
128	Yes	2/6/2020 5:40 PM
129	Yes, I always find the library to be a good experience.	2/5/2020 12:15 PM
130	I always feel comfortable in a library.	2/5/2020 11:04 AM
131	Yes, but only because I didn't have to look for the books myself, as they were on hold. :)	2/5/2020 11:00 AM
132	Yes. I feel the library is a safe space for people to come to study or meet and can be used as more than a place to grab a book and go.	2/5/2020 9:09 AM
133	Yes - friendly staff, welcoming atmosphere	2/4/2020 8:31 PM
134	Sure!	2/3/2020 8:29 AM

Q6 The library offers free programming to patrons-- everything from educational seminars about student loans and buying your first home to fun things like pub trivia at the local bar. Did you know that?

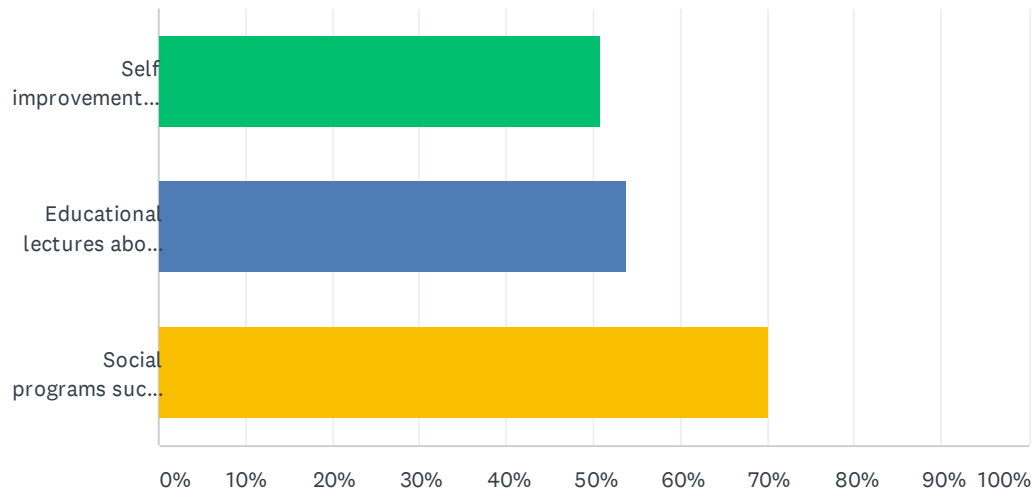
Answered: 139 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes, I've attended some of these programs.	28.06%	39
Yes, but I've never attended any library programs.	41.73%	58
No, but I would be interested in attending in the future.	26.62%	37
No, I'm not interested in library programming.	3.60%	5
TOTAL		139

Q7 If you are interested in library programming, what types of programs would you be most likely to attend? (Click all that apply.)

Answered: 130 Skipped: 9



ANSWER CHOICES	RESPONSES	
Self improvement classes like healthy eating, saving money, self care, exercise, etc	50.77%	66
Educational lectures about life skills, i.e. navigating health insurance, home ownership, parenting, etc	53.85%	70
Social programs such as trivia nights, book clubs, and parties	70.00%	91
Total Respondents: 130		

Libraries and Millennials Survey : Troy Public Library

#	OTHER PROGRAM IDEAS? PLEASE LET US KNOW!	DATE
1	Language learning classes, author visits	2/20/2020 2:06 PM
2	Art, cooking, new in medicine	2/20/2020 7:50 AM
3	Personal finance and family budgeting 101	2/20/2020 6:06 AM
4	Retirement planning, Children's mental health, succulent gardening, book binding, calligraphy	2/19/2020 11:44 PM
5	Adult coloring marketed as distress activity	2/19/2020 11:39 PM
6	I'd like to come to some events, but times don't work with my schedule. Online programs might be helpful also. More info on available programs via your website/ email would be nice.	2/19/2020 4:46 PM
7	Online book club	2/19/2020 3:14 PM
8	Culture events	2/19/2020 3:14 PM
9	Volunteering, History trips, photo competitions, etc	2/10/2020 2:50 PM
10	We have a family, so anything for the baby helps!	2/10/2020 8:07 AM
11	I think having more of the programming listed above would be great (first-time home ownership, home maintenance, balancing saving in personal accounts vs investing, etc.). Off-site activities like cooking classes with cook book recommendations might be interesting (Crispelli's does group pizza making for parties, for example) or outdoor meditation/yoga in the summer would be cool! Also, maybe some type of volunteering opportunity onsite/offsite targeted at bringing together millennials & teens/kids or something for mentoring or literacy promotion? Like having young professionals help college students with resumes, etc.	2/8/2020 10:13 PM
12	I'd be interested in taking my young child there for a free event, but each one I considered was during the day/week.	2/8/2020 1:51 PM
13	Story time	2/8/2020 9:16 AM
14	Partnering with local business like breweries, coffee roasters, art/craft, photography. I've previously attended a local young professional monthly group that was a lot of fun. Series and reoccurring events (even just quarterly) make it easy to remember to look for events and stay aware.	2/8/2020 3:35 AM
15	Adult only nights, wine and book nights, wine and craft nights like painting, pottery.	2/8/2020 3:27 AM
16	I would definitely attend trivia	2/7/2020 8:37 PM
17	Stuff for the kids	2/7/2020 7:54 PM
18	I'd love to see author talks, finance help, home renovation	2/7/2020 7:16 PM
19	Miss the book reviews/giveaways	2/7/2020 6:54 PM
20	Gaming - D&D, Warhammer	2/7/2020 6:06 PM
21	We would love to come if there is a toddler/kids story time.	2/7/2020 4:09 PM
22	We like the children's programs, especially for young kids	2/7/2020 3:58 PM
23	Options that provide childcare while parents are attending programs.	2/7/2020 3:51 PM
24	Board game nights!	2/7/2020 1:26 PM
25	I love the kids programs they have! I have gone to the frozen and my little ponies parties	2/7/2020 12:54 PM
26	Would love if it were more clear if you must be Troy resident to attend these. I am Sterling Heights using shared library privileges (work in Troy) and have seen several I'm interested in but am not sure I am eligible to attend	2/7/2020 12:44 PM
27	Author talks or a friends of the library book store date night event	2/7/2020 12:25 PM
28	Crafting days	2/7/2020 11:54 AM
29	Cross-cultural educational events	2/7/2020 11:46 AM
30	Programs for children, especially during the summer and if children who lived outside of the city	2/5/2020 11:04 AM

could attend.

31	Lectures/speakers	2/4/2020 8:31 PM
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Q8 What time/days would be most convenient for you to attend programs?

Answered: 126 Skipped: 13

Libraries and Millennials Survey : Troy Public Library

#	RESPONSES	DATE
1	Evenings, weekends	3/7/2020 1:06 PM
2	Monday-Thursday evenings 6-9 pm	2/29/2020 7:41 AM
3	Friday, Saturday, and Sunday	2/28/2020 4:12 PM
4	Friday ,Saturday and wednesday	2/24/2020 1:17 PM
5	Evenings, such as at 7, so I have time to get home and eat dinner and change before going out of the house again	2/23/2020 11:57 PM
6	Anytime	2/22/2020 3:29 PM
7	Weekends	2/21/2020 1:56 PM
8	Weekday evenings after work	2/20/2020 5:33 PM
9	Weekday afternoons or evenings	2/20/2020 2:06 PM
10	Evenings	2/20/2020 11:10 AM
11	Tuesday, Thursday at 5	2/20/2020 7:50 AM
12	Evenings/weekends (including Sunday)	2/20/2020 7:47 AM
13	Weekends in the afternoon. Children's extra curricular activities and school events dictate week night schedules.	2/20/2020 6:06 AM
14	Saturday mornings or mid-afternoon	2/19/2020 11:44 PM
15	Weekends and weekdays after 6	2/19/2020 11:39 PM
16	Weekday evenings, around 7pm.	2/19/2020 10:26 PM
17	Evenings	2/19/2020 8:31 PM
18	Evenings after work or on the weekends	2/19/2020 8:31 PM
19	Maybe on a weekend. It would have to be late on a weeknight.	2/19/2020 8:20 PM
20	Evenings (7p and on) weekend days for kid appropriate programs and sometimes during school hours for adult programs	2/19/2020 4:46 PM
21	lunch, evening	2/19/2020 4:10 PM
22	Evenings or weekends	2/19/2020 4:00 PM
23	All day	2/19/2020 3:48 PM
24	Evenings and weekends.	2/19/2020 3:48 PM
25	Week day mornings	2/19/2020 3:40 PM
26	After work hours, or Sundays.	2/19/2020 3:30 PM
27	Weekends	2/19/2020 3:18 PM
28	Evenings	2/19/2020 3:15 PM
29	Sunday afternoons	2/19/2020 3:14 PM
30	Weekend	2/19/2020 3:14 PM
31	Evenings or Sundays	2/19/2020 3:12 PM
32	Weekday evenings	2/19/2020 3:12 PM
33	Not necessarily the time, but having a child friendly space or offer watchers for parents. (Blocks & books in the back of the room).	2/17/2020 12:47 PM
34	6 or after during the week, or weekends anytime	2/13/2020 6:57 PM
35	Weekends	2/11/2020 1:47 PM

Libraries and Millennials Survey : Troy Public Library

36	Evening and weekends (I'm a working mom)	2/10/2020 9:02 PM
37	Evenings after 6	2/10/2020 4:23 PM
38	Weekday evenings or weekends	2/10/2020 2:50 PM
39	Any day	2/10/2020 8:07 AM
40	Weekends	2/9/2020 4:34 PM
41	Mostly on weekends	2/9/2020 2:58 PM
42	Weekdays or evenings	2/8/2020 11:28 PM
43	Evening and weekend	2/8/2020 11:13 PM
44	Saturday	2/8/2020 10:39 PM
45	Evenings, weekends	2/8/2020 10:13 PM
46	Evenings or weekends	2/8/2020 8:08 PM
47	Saturday	2/8/2020 6:37 PM
48	Weekends or evenings	2/8/2020 5:23 PM
49	Evenings after 6, M-F	2/8/2020 4:27 PM
50	Evenings after 5pm and weekend days.	2/8/2020 4:24 PM
51	Weekends	2/8/2020 1:51 PM
52	7pm	2/8/2020 12:09 PM
53	evenings	2/8/2020 9:52 AM
54	Saturdays	2/8/2020 9:16 AM
55	After 6	2/8/2020 9:00 AM
56	Evening and weekend	2/8/2020 8:55 AM
57	Friday	2/8/2020 7:54 AM
58	Evenings and weekends	2/8/2020 6:06 AM
59	Weekends all day and early evenings	2/8/2020 3:35 AM
60	Weekday evenings	2/8/2020 3:27 AM
61	Tuesday and Thursdays (morning or evening)	2/8/2020 12:49 AM
62	Weekday evenings or weekend afternoons	2/8/2020 12:14 AM
63	evenings	2/8/2020 12:00 AM
64	Weekday evenings	2/7/2020 11:56 PM
65	Evenings	2/7/2020 11:56 PM
66	Weekends as I'm a working adult and nights are hard. I find it very disappointing that most programs I see for children are during the weekday when stay at home parents could attend, but those of us that work have to miss out.	2/7/2020 11:13 PM
67	Saturday before noon. Monday through Thursday starting at 5 or 6 pm	2/7/2020 10:31 PM
68	Evenings	2/7/2020 9:31 PM
69	Nights and weekends	2/7/2020 8:54 PM
70	Weekday evenings	2/7/2020 8:37 PM
71	Anytime on the weekends	2/7/2020 7:57 PM
72	During the day	2/7/2020 7:54 PM

Libraries and Millennials Survey : Troy Public Library

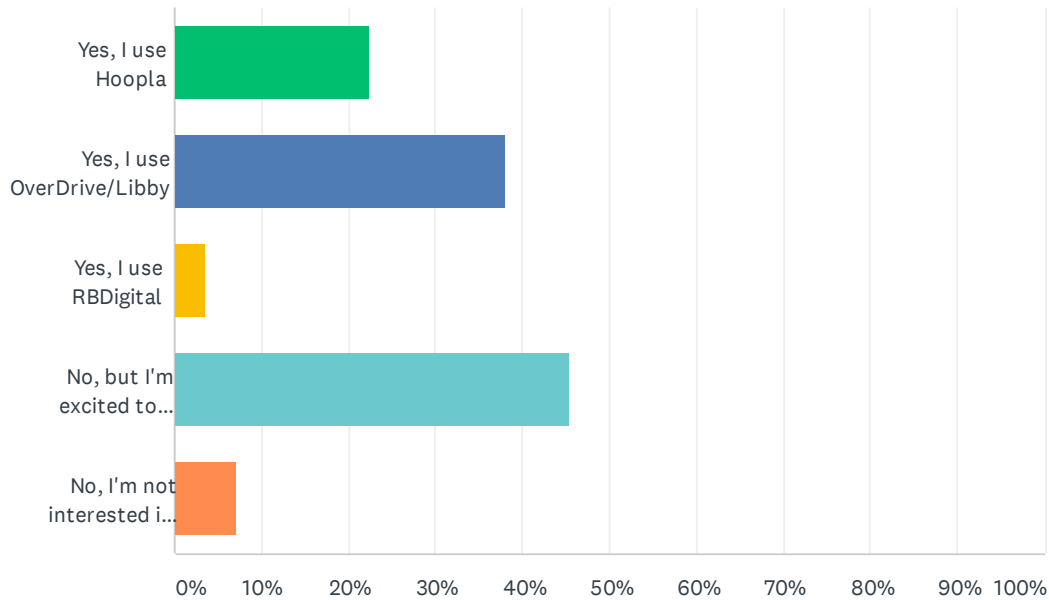
73	Saturdays morning/afternoon	2/7/2020 7:52 PM
74	Saturdays usually	2/7/2020 7:51 PM
75	Mornings.	2/7/2020 7:47 PM
76	Weeknights at 6 or 7	2/7/2020 7:27 PM
77	Weekends	2/7/2020 7:23 PM
78	Evenings	2/7/2020 7:16 PM
79	Sunday's or week nights	2/7/2020 6:54 PM
80	Evenings	2/7/2020 6:53 PM
81	Weekend mornings	2/7/2020 6:44 PM
82	Evenings and weekends	2/7/2020 6:43 PM
83	Evenings	2/7/2020 6:28 PM
84	Weekends during the day.	2/7/2020 6:09 PM
85	After 6pm	2/7/2020 6:06 PM
86	Weekends - day or night	2/7/2020 6:04 PM
87	Morning and evening	2/7/2020 5:57 PM
88	Evenings and weekends	2/7/2020 5:52 PM
89	Evenings or weekends	2/7/2020 4:25 PM
90	Evenings	2/7/2020 4:12 PM
91	Mornings or late afternoons	2/7/2020 4:09 PM
92	During the day	2/7/2020 3:58 PM
93	Evening or weekend	2/7/2020 3:51 PM
94	Evenings	2/7/2020 3:20 PM
95	Afternoons	2/7/2020 3:09 PM
96	Saturdays or some daytime weekdays.	2/7/2020 2:56 PM
97	Evening weekdays	2/7/2020 2:50 PM
98	Evenings or weekends	2/7/2020 2:41 PM
99	8pm Fri	2/7/2020 1:56 PM
100	weeknights	2/7/2020 1:31 PM
101	Evenings and weekends for programs without kids. Daytime for kids programs. Occasional programs with childcare would be helpful	2/7/2020 1:26 PM
102	It varies with my schedule (school & work) and time of year.	2/7/2020 1:02 PM
103	Weekends	2/7/2020 1:02 PM
104	Evening	2/7/2020 12:54 PM
105	Weekday evenings	2/7/2020 12:44 PM
106	Afternoon	2/7/2020 12:39 PM
107	Evenings after 7	2/7/2020 12:25 PM
108	Weekend afternoons/evenings	2/7/2020 12:16 PM
109	Daytime, or evenings for children	2/7/2020 12:06 PM
110	Weekend	2/7/2020 12:02 PM

Libraries and Millennials Survey : Troy Public Library

111	Evenings	2/7/2020 11:59 AM
112	Evenings during the week	2/7/2020 11:54 AM
113	Weekends	2/7/2020 11:54 AM
114	nights and weekends	2/7/2020 11:50 AM
115	Weekend afternoons	2/7/2020 11:46 AM
116	Weekday evenings or weekend mornings	2/6/2020 6:45 PM
117	Evenings and weekends	2/6/2020 6:40 PM
118	After work or Saturday/Sunday afternoons	2/6/2020 6:02 PM
119	Weekends any time or weeeeknights have to be after 7pm	2/6/2020 5:47 PM
120	Nights/weekends	2/6/2020 5:40 PM
121	Day time and weekends	2/5/2020 12:15 PM
122	Weekends	2/5/2020 11:04 AM
123	Saturdays at noon.	2/5/2020 11:00 AM
124	Evenings	2/5/2020 9:09 AM
125	Weekends	2/4/2020 8:31 PM
126	Evenings/weekends	2/3/2020 8:29 AM

Q9 With your library card, you can download apps for free that give you access to huge libraries of ebooks, eaudiobooks, music, movies, and more. Do you use any of these apps?

Answered: 139 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes, I use Hoopla	22.30%	31
Yes, I use OverDrive/Libby	38.13%	53
Yes, I use RBDigital	3.60%	5
No, but I'm excited to check these out	45.32%	63
No, I'm not interested in these apps	7.19%	10
Total Respondents: 139		

Q10 If you have any suggestions that will help us make the library more appealing to millennials and younger adults, please let us know! Please include your name and email address to be entered into our raffle.

Answered: 114 Skipped: 25

Libraries and Millennials Survey : Troy Public Library

#	RESPONSES	DATE
1	Patricia Joliat patty.lai@gmail.com	3/7/2020 1:06 PM
2	Knoll Larkin Knoll.Larkin@gmail.com	2/29/2020 7:41 AM
3	Parnika Kumar kumarparnika@gmail.com	2/28/2020 4:12 PM
4	cssram@yahoo.co.in	2/24/2020 1:17 PM
5	The one major problem I have had with the library in the past decade of going there was back when I was still in high school. I made the mistake of going to attempt to browse for books in the week of my school's finals. I was very uncomfortable by how packed and noisy it was with my peers studying, but of course the library is a very important place for students to study for exams. Maybe if there were additional rooms, or specifically designated areas set aside, it would be possible to accommodate both the massive uptick in the amount of studying students, and the regular needs of patrons. Emma Kolakowski kolakow5@msu.edu	2/23/2020 11:57 PM
6	Nothing I can think of at the moment, but I will be happy to share any ideas I do think of with the staff. Lauren Pardy Lauren.ruszkowski@gmail.com	2/22/2020 3:29 PM
7	Olha Kanivets olga.kanivets@gmail.com	2/21/2020 1:56 PM
8	Rachel Arthur rlannarthur@gmail.com	2/20/2020 5:33 PM
9	I think something like a book group specifically for millennials might cause people to be more interested in visiting the library. Similar programs to the ones currently running for teens seem like they could also be popular for millennials. Eva Creech evaoife@gmail.com	2/20/2020 2:06 PM
10	eugenia.z.yee@gmail.com Eugenia Yee	2/20/2020 11:10 AM
11	More activities for older kids between 1th to 6th grade like art,reading contests, learning Spanish. Renee Labib Renarena2009@yahoo.com	2/20/2020 7:50 AM
12	Carly Lozdoski Clozdoski@gmail.com	2/20/2020 7:47 AM
13	Sarah Kosciuk Deedee6597@yahoo.com	2/20/2020 6:06 AM
14	More space/activities for elementary school aged children. Jenn Shooobridge Jenn.shooobridge@gmail.com	2/19/2020 11:44 PM
15	Liz Grapentine. grapentine.23@gmail.com.	2/19/2020 11:39 PM
16	I feel the library is doing great at the moment. There isn't anything I would change presently. Alyson Gisslander alyson.gisslander@att.net	2/19/2020 10:26 PM
17	Karen Ferriks@gmail.com	2/19/2020 8:31 PM
18	No current suggestions at this time. Raffle info: Melissa Sarna mdsarna@outlook.com	2/19/2020 8:31 PM
19	Liz Pugh Lizshealinghands@yahoo.com	2/19/2020 4:46 PM
20	Natalie Nelson nacchan13@gmail.com	2/19/2020 4:10 PM
21	Steve Mayes steve@smayes.com	2/19/2020 4:00 PM
22	Jean liu Nice.jing321@gmail.com	2/19/2020 3:48 PM
23	Elizabeth Hobbs hickseL779@gmail.com	2/19/2020 3:48 PM
24	I really like the atmosphere of the Rochester Hills Public Library, I study there a lot. I think it would be nice for the Troy library to look that nice. Thanks for the survey. Alyssa Lalko alyssa98@gmail.com	2/19/2020 3:30 PM
25	Preethi Papineni phpapineni@gmail.com	2/19/2020 3:18 PM
26	Dan O'Hare waterboy5@yahoo.com	2/19/2020 3:15 PM
27	Need chapters in Hoopla! Very difficult to find where you left off in a hard copy book using Hoopla. Drive up service window (I really appreciate the parking lot drop box though!!)	2/19/2020 3:14 PM
28	Apps have old materials. Need to add more. Name:Naveen Devaraju Naveen.devaraju@gmail.com	2/19/2020 3:14 PM

Libraries and Millennials Survey : Troy Public Library

29	Erin Kuznia Rinny143@aol.com	2/19/2020 3:12 PM
30	I wish more programs were tailored for younger folks (20s's). Megan Zoelling megjzoe@gmail.com	2/19/2020 3:12 PM
31	Theresa Larson Theresa.mk.larson@gmail.com	2/17/2020 12:47 PM
32	Ankie Nazarko Aninazarko@gmail.com	2/11/2020 1:47 PM
33	Kelly Bologna Davekelly1229@gmail.com	2/10/2020 9:02 PM
34	Kathleen Greaves Kgreaves22@yahoo.com	2/10/2020 4:23 PM
35	I specifically do not have any ideas yet. I haven't visited the library yet. Moved to Troy in October. Would love to explore and learn more. Name: Ash Reddy Email: asrith31@Gmail.com	2/10/2020 2:50 PM
36	Laura Robinson Laurarobinson3@gmail.com	2/10/2020 8:07 AM
37	A bigger meeting or study space, or more tables, where talking and food is allowed. Deanna Swanson dmswanson77@gmail.com	2/9/2020 4:34 PM
38	Sarah Fraser sarahfraser3585@gmail.com	2/9/2020 2:58 PM
39	Katherine kavrocks05@hotmail.com	2/9/2020 12:40 PM
40	Erin Stegman StegmanE@gmail.com	2/8/2020 11:28 PM
41	Kristen Tucker kristenntucker@gmail.com	2/8/2020 11:13 PM
42	Pearl Stewart Prl.chiang@gmail.com	2/8/2020 10:39 PM
43	I think more programming options will help, possibly advertising events in Facebook feeds of locals if possible, and holding events at off-site locations might help! Thanks for doing this survey. I hope more millennials like me will become involved in the library! Caitlin Rider caitlinrider17@gmail.com	2/8/2020 10:13 PM
44	Angela Smitka Asmitka4@gmail.com	2/8/2020 10:10 PM
45	Deana: deanaderocha@gmail.com	2/8/2020 8:08 PM
46	Update youth and toddler area.	2/8/2020 5:23 PM
47	I know it is super costly and not a likely possibility, but a remodel (at least to the entrance and circ desk) would make the library feel much more welcoming. Softer lighting, more comfortable couches/seats, and having more/better art and/or decor would help a lot. Thank you! Stephanie Konchel Skonchel@gmail.com	2/8/2020 4:24 PM
48	Have a better selection, more copies available. Pair up with other libraries in Michigan for exchanging copies if you don't already. Modernize the space (if it hasn't been recently). Advertise on social to those markets informing them of your free services, programs and apps, and popular books in stock. I've asked a lot of friends why they don't use their library and they say they don't think to/forget it's there, books are always on back order/hold, or inconvenient hours. Thanks for the opportunity to share my opinion. My name is Anna monroe, annabruchmann@gmail.com	2/8/2020 1:51 PM
49	Sumeyra Yildiz yildizsumeyra@gmail.com	2/8/2020 9:52 AM
50	Lauren Marx kirch1le@gmail.com	2/8/2020 9:00 AM
51	Megan may_kraft@yahoo.com	2/8/2020 8:55 AM
52	Aparoph@gmail.com	2/8/2020 7:54 AM
53	Katy Quick, quickkaty@gmail.com	2/8/2020 6:06 AM
54	Social events like "bar" trivia, and wine and paint nights, movie nights are very popular! Millennials are also very politically aware. Perhaps some events with local leadership? Watching primary elections together? Thanks for asking! Joe Mahanes jcmahanes@gmail.com	2/8/2020 3:35 AM
55	Janine Lambert jnnlambert9@gmail.com	2/8/2020 3:27 AM
56	Our public libraries are such an underrated space. I hope more millennials use the resources	2/8/2020 12:49 AM

Libraries and Millennials Survey : Troy Public Library

	located there! Maria Skoczylas mariaskoczylas@yahoo.com	
57	Ashley Whitmore ashley.whitmore@gmail.com	2/8/2020 12:14 AM
58	Theodore Roberts Robertstheodore@gmail.com	2/8/2020 12:00 AM
59	Work cubicles, for those that work from home but are looking for change of scenery every once in awhile? Elizabeth L - emleung08@gmail.com	2/7/2020 11:56 PM
60	Rich Hedlund Rdhedlund@gmail.com	2/7/2020 11:13 PM
61	Leslie Fischer Leslie.moore17@gmail.com	2/7/2020 10:33 PM
62	Fun events, especially in the summer, like concert series, contests, games, movie nights. Rachel Hyde rachelhyde96@gmail.com	2/7/2020 10:31 PM
63	Derek Greaves Dgreaves373@gmail.com	2/7/2020 8:54 PM
64	Jamie Glab Jamievernier@gmail.com	2/7/2020 8:37 PM
65	Bhargavi Gollapudi bhargavi225@gmail.com	2/7/2020 7:57 PM
66	Kelly Luzenski Hammillk@hotmail.com	2/7/2020 7:54 PM
67	Kelsey Powers - kelseyalyssa@gmail.com	2/7/2020 7:52 PM
68	Having an area for snacks. Name: Faisal Nimri Email: faisal.nimri92@gmail.com	2/7/2020 7:51 PM
69	Rabie Amin rabieamin1@gmail.com	2/7/2020 7:47 PM
70	Emily Jamnik emily.lu.green@gmail.com	2/7/2020 7:27 PM
71	James Ranta, James.ranta@crh-law.com	2/7/2020 7:23 PM
72	I'd love to see more authors and book creators brought in. Or more about Detroit-- the buildings, the food, the culture and history. Or travel! My name is Julie Green and my email address is green.julie.ann@gmail.com	2/7/2020 7:16 PM
73	Citizens that are teachers to be able to get teacher cards - loan/damage forgiveness. Kathy McNeilly - ktaylor314@gmail.com	2/7/2020 6:54 PM
74	Anna Kroesing Akg12881@yahoo.com	2/7/2020 6:53 PM
75	If you can do more kids activities at night we would be there more Susan Brown, midge717@gmail.com	2/7/2020 6:43 PM
76	Possibly more technology such as tablets, etc. Post more events on Facebook Or instagram-maybe the city of Troy page. Could team up with a restaurant and have an event at the library. Kate Wells Kmhebe@gmail.com	2/7/2020 6:09 PM
77	erin2@hopp.info	2/7/2020 6:06 PM
78	Julie Battani: juliebattani@att.net	2/7/2020 6:04 PM
79	Jacqui Stanley jmstanley79@gmail.com	2/7/2020 5:52 PM
80	The hours are kind of terrible on some days. The way finding signs could use some adjustment, it was difficult to just browse a section the first time I went there. Ashley Gregory ashleys838@gmail.com	2/7/2020 4:25 PM
81	Melanie Hogan brownemelrose@gmail.com	2/7/2020 4:12 PM
82	Amanda Hall hallmandym@gmail.com	2/7/2020 4:09 PM
83	Emily Strait emilymstrait@gmail.com	2/7/2020 3:58 PM
84	Friday hours would be great! Jessica Hauser-Harrington jessicahauser@gmail.com	2/7/2020 3:51 PM
85	Emily lardnet efdlardner@gmail.com	2/7/2020 3:20 PM
86	Rjones.roa@gaill.com	2/7/2020 3:09 PM
87	Deepali , deepali.sahane@gmail.com	2/7/2020 2:56 PM

Libraries and Millennials Survey : Troy Public Library

88	Anna neuner Annaw1981@yahoo.com	2/7/2020 2:50 PM
89	Erin Roenicke emhildner@yahoo.com	2/7/2020 2:41 PM
90	I love the digital options to check out books. It made me sad when the juvenile books with audiobooks were shelved randomly instead of all together Tiffany Henne tiffann3@gmail.com	2/7/2020 1:56 PM
91	erindarland@gmail.com Erin	2/7/2020 1:31 PM
92	Shannon Maurer shannonmaurer15@gmail.com	2/7/2020 1:26 PM
93	Lauren Letzmann l.m.letzmann@gmail.com	2/7/2020 1:02 PM
94	Nick Zechar, nezechar@gmail.com	2/7/2020 1:02 PM
95	I always have trouble finding books my kids will like. Maybe you can have some display with staff picks for certain age groups (I find a lot of my picks in the adult section that way). I recently had to Google "popular books for third graders" then write down all the books and authors and look up if they were available at the library. It would be great to see displays like this where I could just go and pick a book that I can be sure the kids will like. Miranda kokeny miranda263@hotmail.com	2/7/2020 12:54 PM
96	Gina Sweet, ginasweet@gmail.com	2/7/2020 12:44 PM
97	Kristina DiVozzo Zackandkristina@gmail.com	2/7/2020 12:25 PM
98	Heather Glomski hmgomski@gmail.com	2/7/2020 12:16 PM
99	Bjudith@gmail.com	2/7/2020 12:11 PM
100	The library is awesome, I always recommend it. The one negative thing is I checked out a CD once that had a due date of 1 week and no renewals, but that wasn't clearly labeled or I missed it. Dan Tarasenko bluebeetle1@hotmail.com	2/7/2020 12:08 PM
101	Advertising your movie rentals Leslie Gibbons Chase2@ymail.com	2/7/2020 12:06 PM
102	Sathiyani pari Divyasathiyani10@gmail.com	2/7/2020 12:02 PM
103	Vivian Nenno vivian_08@hotmail.com	2/7/2020 11:56 AM
104	Cristin Joy Cristin.webster@hotmail.com	2/7/2020 11:54 AM
105	Maybe making some type of quiet study/reading area that is closed off for adults to use so that the adult section of the library doesn't seem so uptight and uncomfortable to be in when you make a noise.	2/7/2020 11:50 AM
106	Emily Karstensen emily.karstensen@gmail.com	2/7/2020 11:46 AM
107	Michelle Vasu-Paul michelle.a.vasu@gmail.com MOPS groups	2/7/2020 11:40 AM
108	I use several of the available apps to access materials which is the main way I use the library. I have also attended several of the trivia night events however I don't plan to attend any more as of now. I do not like the current location (Eats and Crafts) as it is very crowded when I have attended and the service to get food and drinks has been very slow and just overall poor service. If the location changes I would attend more frequently. Jaclyn Morrison JaclynMorrison@hotmail.com	2/6/2020 6:40 PM
109	I think you guys are doing a great job! Breanne Riesterer brrieste@gmail.com	2/6/2020 6:02 PM
110	Kyle weslosky. K-weslosky.1@onu.edu. I love the subscription box idea, think it's a great way to be trendy and get people to the library. Also takes a lot of work out of finding a good book. I love the summer reading program too, prizes are good incentives	2/6/2020 5:47 PM
111	Lauren Weslosky la.depietro@gmail.com	2/6/2020 5:40 PM
112	erinschnute@gmail.com Erin I love the trivia nights you do, maybe a book trivia... everyone reads the same few books and the questions are based on that. Possibly one hands on meets ups, some sort of craft, dye or learn to fix things yourself. That way I'd be learning something neat, and meeting people my age who like libraries.	2/5/2020 12:15 PM
113	Make the library more accessible for people outside of the area, especially ones that don't have access to a library of their own. Lauren May 586 453 2216	2/5/2020 11:04 AM

Beth L Tashnick

Subject: FW: Square Lake Court Development**From:** Eureka Bld.**Sent:** Tuesday, July 7, 2020 9:54 AM**To:** City Manager Distribution Group <CityManager@troymi.gov>**Subject:** Re: Square Lake Court Development

To: Troy City Manager

Eureka Building is the developer of Square Lake Court Townhomes and would like to take the opportunity and provide with feedback on the support it is getting from various city functions with this project.

With the unprecedented Covid19 restrictions, the Engineering and Building departments, through their actions, have enabled us to move forward with this important project. In particular Antonio Chicchetti from Engineering, Salim Huerta and SAFEBuilt team from Building have been instrumental in navigating through various challenges to get this project moving forward.

We're currently involved with projects in various communities but would like to emphasise that City of Troy's performance during these challenging times with this project has been superior.

To conclude, we would like to Thank the departments / individuals referenced above for their continued support and trust this performance will continue in the future as it's the only way to ensure successful developments in the community.

Best Regards

E. Nikolla

President
Eureka Building Co.

From: John Eschrich City Services
Subject: June 21, 2020 at 1:12 AM
Date: CityManager@troymt.gov
To:

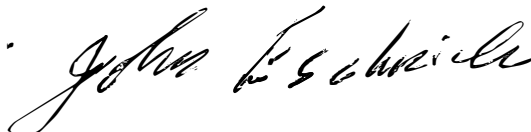
Mr Miller, I am writing because I think some of us are not aware of how well the City is functioning. The City is doing quite well under your direction.

On another note, I recently called the Engineering Department to seek advice on how to deal with an accumulation of water in an area near my home. The water has accumulated up to 5-6 inches and drowns any growth under it in addition to being a danger for drawing insects, like mosquitoes. I am delighted to say that two qualified gentlemen came to my home and spent over an hour measuring and inspecting and said they would get back to me with a potential solution to my problem. They, of course, can't solve my problem but said they would get back to me and advise me to possible solution and said it would then be up to me to contract for a resolution.

I am writing because I was so impressed with the excellent attention an service provided was beyond expectations. The lead man's name was George and unfortunately I can't recall his cohort's name. I want to bring their excellent service to your attention.

Great Service: George Ballard and Brian Bialik, Engineering

John Eschrich

A handwritten signature in black ink that reads "John Eschrich". The signature is written in a cursive style with a large, stylized "J" and "E".