



TROY CITY COUNCIL

Regular Meeting Agenda

November 10, 2025

Convening at 7:30 PM

**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,

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

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

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

Respectfully,

Frank Nastasi
City Manager



Chapter 14A- Elected and Appointed Persons' Ethics Ordinance Section 14.3 Annual Training and Acknowledgment

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

Signed this 25th day of November, 2024.

A handwritten signature in blue ink, appearing to read "Ethan Baker", written over a horizontal line.

Mayor Ethan Baker

A handwritten signature in blue ink, appearing to read "Theresa Brooks", written over a horizontal line.

Council Member Theresa Brooks

A handwritten signature in blue ink, appearing to read "Rebecca Chamberlain-Creanga", written over a horizontal line.

Council Member Rebecca Chamberlain-Creanga

A handwritten signature in blue ink, appearing to read "Hirak Chanda", written over a horizontal line.

Council Member Hirak Chanda

A handwritten signature in blue ink, appearing to read "Mark Gunn", written over a horizontal line.

Mayor Pro Tem Mark Gunn

A handwritten signature in blue ink, appearing to read "David Hamilton", written over a horizontal line.

Council Member David Hamilton

A handwritten signature in blue ink, appearing to read "Ellen C. Hodorek", written over a horizontal line.

Council Member Ellen Hodorek



CITY COUNCIL AGENDA

November 10, 2025 - 7:30 PM

**City Council Chambers
500 W. Big Beaver Rd.
Troy, MI 48084
(248) 524-3316**

**View the Meeting Live at: www.troymi.gov/webcast or on Local
Access Cable Channels (WOW – Ch 10, Comcast – Ch 17, AT&T –
Ch 99)**

INVOCATION: Pastor Matt Schuler from Faith Lutheran Troy

PLEDGE OF ALLEGIANCE:

A. CALL TO ORDER:

B. ROLL CALL:

C. CERTIFICATES OF RECOGNITION AND SPECIAL PRESENTATIONS:

C.1. No Certificates of Recognition and Special Presentations

D. CARRYOVER ITEMS:

D.1. No Carryover Items

E. PUBLIC HEARINGS:

E.1. No Public Hearings

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

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

H. POSTPONED ITEMS:

H.1. No Postponed Items

I. REGULAR BUSINESS:

I.1. Board and Committee Appointments: a) Mayoral Appointments - None; b) City
Council Appointments - Animal Control Appeal Board

I.2. Board and Committee Nominations: a) Mayoral Nominations - Global Troy Advisory
Committee; b) City Council Nominations - Traffic Committee

I.3. No Closed Session Requested

- I.4. Election and Oath of Office for Mayor Pro Tem (*Introduced by: Aileen Dickson, City Clerk*)
- I.5. 2026 City Council Meeting Schedule - Advance (*Introduced by: Frank Nastasi, City Manager*)
- I.6. 2026 City of Troy Advance Meeting Facilitation Consulting Services (*Introduced by: Frank Nastasi, City Manager*)
- I.7. Bid Waiver and Capital Expense Approval: Boulan Park Cricket Field Officials Stand and Maintenance Shed (*Introduced by: Kurt Bovensiep, DPW Director*)

J. CONSENT AGENDA:

- J.1. Approval of “J” Items NOT Removed for Discussion
- J.1.b Address of “J” Items Removed for Discussion by City Council
- J.2. Approval of City Council Minutes
- J.2.a. City Council Minutes-Draft - October 20, 2025
- J.3. Proposed City of Troy Proclamations: None Submitted
- J.4. Standard Purchasing Resolutions:
 - J.4.a. Standard Purchasing Resolution 2: Award to Low Bidder Meeting Specifications – Patrol Rifle Optics Replacement – Troy Police Department
 - J.4.b. Standard Purchasing Resolution 2: Low Bidders Meeting Specifications – Streetlight Maintenance
 - J.4.c. Standard Purchasing Resolution 2: Low Bidder Meeting Specifications — Pool Maintenance and Repair Services
 - J.4.d. Standard Purchasing Resolution 5: Approval to Expend Budgeted Funds – Avondale Youth Assistance
 - J.4.e. Standard Purchasing Resolution 5: Approval to Expend Budgeted Funds – Haven, Inc.
 - J.4.f. Standard Purchasing Resolution 5: Approval to Expend Budgeted Funds – Troy Community Coalition
 - J.4.g. Standard Purchasing Resolution 5: Approval to Expend Budgeted Funds – Troy Youth Assistance
- J.5. Approval of Subdivision Entrance Sign/Agreement, Windridge Park Homeowners Association, Inc., Homewood Median Right-of-Way at Adams, Section 7
- J.6. Private Agreement – Contract for Installation of Municipal Improvements – Barbat Troy Vehicle Fueling/Multi-Use Station – Project No. 25.917.3
- J.7. Malott v. City of Troy

J.8. Delay in Oath of Office

J.9. City Incurring Cost of Website Electronic Check Payments

J.10. Traffic Committee Recommendations – October 15, 2025

K. MEMORANDUMS AND FUTURE COUNCIL AGENDA ITEMS:

K.1. Announcement of Public Hearings:

K.1.a. Community Development Block Grant (CDBG) 2025 Funds – Public Hearing Announcement for November 17, 2025

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

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

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

N. COUNCIL REFERRALS:

N.1. No Council Referrals Submitted

O. REPORTS:

O.1. Minutes – Boards and Committees:

O.1.a. Joint Local Development Finance Authority Minutes-Final - October 21, 2024

O.1.b. Brownfield Redevelopment Authority Minutes-Final - April 15, 2025

O.1.c. Animal Control Appeal Board Meeting Minutes-Final-July 23, 2025

O.1.d. Brownfield Redevelopment Authority Special Meeting Minutes-Final - September 3, 2025

O.1.e. Planning Commission Meeting Minutes-Final-October 14, 2025

O.2. Department Reports:

O.2.a. Troy Racquet Club Annual Report

O.2.b. Troy Nature Society Financial Statements and Annual Report for Fiscal Year Ending 2025

O.3. Letters of Appreciation: None Submitted

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

O.5. Notice of Hearing for the Electric Customers of DTE Electric Company Case No. U-

21875

P. COUNCIL COMMENTS:

P.1. No Council Comments

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

R. CLOSED SESSION

R.1. No Closed Session Requested

S. ADJOURNMENT

2025 SCHEDULED SPECIAL CITY COUNCIL MEETINGS:

2025 SCHEDULED REGULAR CITY COUNCIL MEETINGS:

November 17, 2025	Regular Meeting
December 1, 2025	Regular Meeting
December 15, 2025	Regular Meeting



CITY COUNCIL AGENDA

November 10, 2025 - 7:30 PM

City Council Chambers
500 W. Big Beaver Rd.
Troy, MI 48084
(248) 524-3316

View the Meeting Live at: www.troymi.gov/webcast or on Local
Access Cable Channels (WOW – Ch 10, Comcast – Ch 17, AT&T –
Ch 99)

INVOCATION: Pastor Matt Schuler from Faith Lutheran Troy

PLEDGE OF ALLEGIANCE:

A. CALL TO ORDER:

B. ROLL CALL:

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

Suggested Resolution

Resolution #2025-11-

Moved by

Seconded by

RESOLVED, That Troy City Council hereby **EXCUSES** the absence of _____ at the Regular City Council Meeting of November 10, 2025, due to _____.

Yes:

No:

C. CERTIFICATES OF RECOGNITION AND SPECIAL PRESENTATIONS:

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

D. CARRYOVER ITEMS:

- D.1. No Carryover Items

E. PUBLIC HEARINGS:

- E.1. No Public Hearings

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

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

Any person not a member of the City Council may address the Council with recognition of the Chair, after clearly stating the nature of his/her inquiry or comment. NOTE TO THE PUBLIC: City Council requests that if you do have a question or concern, to bring it to the attention of the appropriate department(s) whenever possible. If you feel that the matter has not been resolved satisfactorily, you are encouraged to bring it to the attention of the City Manager, and if still not resolved satisfactorily, to the Mayor and Council.

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

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

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

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

H. POSTPONED ITEMS:

H.1. No Postponed Items

I. REGULAR BUSINESS:

I.1. Board and Committee Appointments: a) Mayoral Appointments - None; b) City Council Appointments - Animal Control Appeal Board

- a) Mayoral Appointments: None
- b) City Council Appointments:

Suggested Resolution
 Resolution #2025-11-
 Moved by
 Seconded by

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

Animal Control Appeal Board
 Appointed by Council
 5 Regular Members
 3 Year Term

Nominations to the Animal Control Appeal Board:

Term Expires: 9/30/2028	Tina Catron
	Term currently held by: Tina Catron

Yes:
 No:

- I.2. Board and Committee Nominations: a) Mayoral Nominations - Global Troy Advisory Committee; b) City Council Nominations - Traffic Committee

- a) Mayoral Nominations:

Suggested Resolution
 Resolution #2025-11-
 Moved by
 Seconded by

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

Global Troy Advisory Committee
 Appointed by Mayor
 12 Regular Members
 3 Year Term

Current Members:

Name	Application Expiration	Appointment Expiration	Notes 1	Notes 2	Notes 3
Baker, Ethan		11/8/2027	Mayor		
Bica-Grodsky, Lisa	9/23/2025	10/30/2026			
Cheriguene, Sadia	10/20/2024	10/30/2026			
Chezick, Edward	10/20/2024	10/30/2025			
Fakhoury, Awni	9/28/2023	10/30/2027			
Mohideen, Syeda	9/28/2023	10/30/2027			
Natcheva, Daniela	11/8/2021	10/30/2025			
Noguez-Ortiz, Carolina	12/20/2024	10/30/2025	BRA exp 4/30/2026		
Sekhri, Suneel	11/5/2023	10/30/2027			
Vacancy		7/31/2026	Athens High School Rep		
Vacancy		7/31/2026	Troy High School Rep		
Vacancy		7/31/2026	International Academy Student Rep		
Vacancy		10/30/2025	MiVida Burrus resigned 5/22/2025		
		10/30/2026	Philippe Cicchini resigned 3/25/2025		
Zhou, Yudong	12/7/2024	10/30/2025			

Nominations to the Global Troy Advisory Committee:

Term Expires: 7/31/2026		Athens High School Student Rep.
	Term currently held by: Vacant	
Term Expires: 7/31/2026		Troy High School Student Rep
	Term currently held by: Vacant	
Term Expires: 7/31/2026		International Academy Student Rep.
	Term currently held by: Vacant	
Term Expires: 10/30/2028		
	Term currently held by: Vacancy - MiVida Burrus resigned	

Interested Applicants:

Name	Application Expiration	Notes 1	Notes 2
Lee, Seojin Sarah	4/21/2025	Troy HS Student	Graduates 2026
Marshall, Everett	1/3/2027	Athens HS Student	Graduates 2027

Yes:

No:

b) City Council Nominations:

Suggested Resolution

Resolution #2025-11-

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:

Traffic Committee

Appointed by Council

7 Regular Members

3 Year Term

Current Members:

Name	Application Expiration	Appointment Expiration	Notes 1	Notes 3
Battle, Timothy	10/22/2026	1/31/2028		
Christiansen, Dale	11/22/2024	1/31/2026		
Finlay, G. Scott		Ex-Officio Member		
Hullinger, Peter		Ex-Officio Member		
Jeeda, Swathi	7/2/2025	7/31/2025	Student	Graduates 2026
Jones, Joshua		Ex-Officio Member		
Kenkre, Shama	9/11/2026	1/31/2028		
Petrulis, Al	9/2/2026	1/31/2026	ACAB exp 9/30/2027	

Rose, Justin	11/5/2023	1/31/2027		
Swaminathan, Abi	9/2/2025	1/31/2027		
Ziegenfelder, Peter	12/14/2024	1/31/2026		

Nominations to the Traffic Committee:

Term Expires:	
	Term currently held by: Swathi Jeeda

Interested Applicants:

Name	Application Expiration	Notes 1	Notes 2
Marshall, Everett	1/3/2027	Student - Graduates 2027	

Yes:

No:

I.3. No Closed Session Requested

I.4. Election and Oath of Office for Mayor Pro Tem (*Introduced by: Aileen Dickson, City Clerk*)

Suggested Resolution

Resolution #2025-11-

Moved by

Seconded by

RESOLVED, That Troy City Council hereby **ELECTS** _____ to serve as Mayor Pro Tem for the City Council of the City of Troy for a term scheduled to expire at the first City Council meeting in November 2025 pursuant to City Charter Section 3.7.

Yes:

No:

I.5. 2026 City Council Meeting Schedule - Advance (*Introduced by: Frank Nastasi, City Manager*)

Suggested Resolution

Resolution #2025-11-

Moved by

Seconded by

BE IT RESOLVED, That Troy City Council **SHALL HOLD** a Special Meeting on the following date at 9:00 AM at the Troy Community Center or as otherwise provided by the City Council Rules of Procedure:

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

Yes:

No:

- I.6. 2026 City of Troy Advance Meeting Facilitation Consulting Services (*Introduced by: Frank Nastasi, City Manager*)

Suggested Resolution

Resolution #2025-11-

Moved by

Seconded by

WHEREAS, Section 12.1 of the City Charter directs City Management to obtain comparative prices for the purchase and sale of all materials except in the employment of professional services; and,

WHEREAS, Jaymes Vettraino has successfully provided services to the City;

BE IT RESOLVED, That in the best interest of the City, Troy City Council hereby **WAIVES** the bid process and awards a contract for Advance Meeting Facilitation Consulting Services to Vettraino Consulting, LLC of Michigan for an estimated amount of \$9,950 and hourly rates as detailed in the proposal.

BE IT FINALLY RESOLVED, That the award **IS CONTINGENT** upon submitting executed documents, including insurance certificates and all other specified requirements.

Yes:

No:

- I.7. Bid Waiver and Capital Expense Approval: Boulan Park Cricket Field Officials Stand and Maintenance Shed (*Introduced by: Kurt Bovensiep, DPW Director*)

Suggested Resolution

Resolution #2025-11-

Moved by

Seconded by

RESOLVED, That Troy City Council hereby **WAIVES** the bid process and **AWARDS** a contract to purchase the Portable Multi-Purpose Elevated Officials Stand and associated accessories from *Aluminum Athletic Equipment Co. of Royersford, PA* for an estimated cost of \$27,269.75, as per the TIPS Cooperative Contract #203023, not to exceed budgetary limitations; a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

BE IT FURTHER RESOLVED, That Troy City Council **APPROVES** the expenditure of Capital Funds to purchase the shed and associated accessories from *Home Depot* using the OMNIA Partners

Purchasing Contract #16154, for an estimated total of \$2,335.58 but not to exceed budgetary limitations; a copy of which shall be **ATTACHED** to the Minutes of this meeting.

Yes:

No:

J. CONSENT AGENDA:

J.1. Approval of "J" Items NOT Removed for Discussion

Suggested Resolution

Resolution #2025-11-

Moved by

Seconded by

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

Yes:

No:

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

J.2. Approval of City Council Minutes

Suggested Resolution

Resolution #2025-11-

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

J.2.a. City Council Minutes-Draft - October 20, 2025

J.3. Proposed City of Troy Proclamations: None Submitted

J.4. Standard Purchasing Resolutions:

J.4.a. Standard Purchasing Resolution 2: Award to Low Bidder Meeting Specifications – Patrol Rifle Optics Replacement – Troy Police Department

Suggested Resolution

Resolution #2025-11-

BE IT RESOLVED, That Troy City Council hereby **AWARDS** a contract for the purchase of the patrol rifle optics to low bidder meeting specifications, *PAI Defense of Columbia City, IN*, for an estimated cost of \$35,815.44 less the estimated trade-in value of \$17,321.00 for an estimated total amount of \$18,494.44, at unit prices contained in the bid tabulation opened October 30, 2025; a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

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

J.4.b. Standard Purchasing Resolution 2: Low Bidders Meeting Specifications – Streetlight Maintenance

Suggested Resolution
Resolution #2025-11-

RESOLVED, That Troy City Council hereby **AWARDS** a contract to provide three (3) year requirements for street, parking lot, and athletic field light maintenance, with an option to renew for one (1) additional year to the low bidder meeting specifications; *Harlan Electric Company, of Rochester Hills, MI* for an estimated total cost of \$267,064.54, at unit prices contained in the bid tabulation opened October 16, 2025, a copy of which shall be **ATTACHED** to the original Minutes of this meeting, with all work not to exceed budgetary limitations; contract to expire November 30, 2029.

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.

J.4.c. Standard Purchasing Resolution 2: Low Bidder Meeting Specifications — Pool Maintenance and Repair Services

Suggested Resolution
Resolution #2025-11-

BE IT RESOLVED, That Troy City Council hereby **AWARDS** a contract to provide maintenance and repair services, and opening and closing of the Troy Family Aquatic Center for two (2) years at the City of Troy outdoor and indoor pools (excluding pumps), with two (2), one-year renewal options to the low bidder meeting specifications, *B & B Pools and Spas of Livonia, MI* for an estimated annual cost of \$50,000, at prices contained in the bid tabulation dated October 30, 2025; a copy of which shall be **ATTACHED** to the original Minutes of this meeting; contract to expire December 31, 2029;

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

J.4.d. Standard Purchasing Resolution 5: Approval to Expend Budgeted Funds – Avondale Youth Assistance

Suggested Resolution
Resolution #2025-11-

RESOLVED, That Troy City Council hereby **APPROVES** the expenditure of funds budgeted in the 2025/2026 fiscal year to the Avondale Youth Assistance to provide diversion programs and community services to the residents of the City of Troy at a cost of \$2,500.00.

BE IT FURTHER RESOLVED, That Troy City Council hereby **AUTHORIZES** the Mayor and City

Clerk to execute the agreements to fund these services, a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

J.4.e. Standard Purchasing Resolution 5: Approval to Expend Budgeted Funds – Haven, Inc.

Suggested Resolution
Resolution #2025-11-

RESOLVED, That Troy City Council hereby **APPROVES** the expenditure of funds budgeted in the 2025/2026 fiscal year to Haven, Inc. to provide crisis intervention, shelter, advocacy, and counseling to the residents of the City of Troy at a cost of \$2,500.00.

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

J.4.f. Standard Purchasing Resolution 5: Approval to Expend Budgeted Funds – Troy Community Coalition

Suggested Resolution
Resolution #2025-11-

RESOLVED, That Troy City Council hereby **APPROVES** the expenditure of funds budgeted in the 2025/2026 fiscal year to the Troy Community Coalition to provide community services to prevent drug and alcohol abuse in the amount of \$35,000.00.

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

J.4.g. Standard Purchasing Resolution 5: Approval to Expend Budgeted Funds – Troy Youth Assistance

Suggested Resolution
Resolution #2025-11-

RESOLVED, That Troy City Council hereby **APPROVES** the expenditure of funds budgeted in the 2025/2026 fiscal year to the Troy Youth Assistance to provide diversion programs and community services to the residents of the City of Troy at a cost of \$15,000.00.

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

J.5. Approval of Subdivision Entrance Sign/Agreement, Windridge Park Homeowners Association, Inc., Homewood Median Right-of-Way at Adams, Section 7

Suggested Resolution

Resolution #2025-11-

RESOLVED, That Troy City Council hereby **APPROVES** as to the design and materials proposed, the sign application submitted by Windridge Subdivision Homeowners Association, for the placement of a sign within the Homewood median right of way at Adams Road.

BE IT FURTHER RESOLVED, That Troy City Council hereby **APPROVES** the agreement regarding the maintenance and liability coverage for the sign, and **AUTHORIZES** the Mayor and City Clerk to execute the agreement, a copy of which shall be **ATTACHED** to the original Minutes of this meeting.

J.6. Private Agreement – Contract for Installation of Municipal Improvements – Barbat
Troy Vehicle Fueling/Multi-Use Station – Project No. 25.917.3

Suggested Resolution

Resolution #2025-11-

RESOLVED, That Troy City Council hereby **APPROVES** the Contract for the Installation of Municipal Improvements (Private Agreement) between the City of Troy and Barbat Organization for the installation of Water Main, Storm Sewer, Underground Detention, 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.

J.7. Malott v. City of Troy

Suggested Resolution

Resolution #2025-11-

RESOLVED, That the City Attorney's Office is hereby **AUTHORIZED** and **DIRECTED** to defend the City of Troy in the matter of John and Helen Malott v. City of Troy (Oakland County Circuit Court, Case No. 2025-218237-NO), and is **AUTHORIZED** to pay necessary costs and expenses and to retain any necessary expert witnesses required to adequately represent the City.

J.8. Delay in Oath of Office

Suggested Resolution

Resolution #2025-11-

RESOLVED, That as allowed under Section 6.9 of the Troy Charter, the Troy City Council hereby **RECOGNIZES** that there are extenuating circumstances that prevent the three newly elected City Council members from taking the constitutional oath of office within 10 days of the November 4, 2025 election date, and **DETERMINES** that the oath of office shall be administered to the certified election winners at the start of the November 17, 2025 regular Troy City Council meeting.

BE IT FURTHER RESOLVED, That Troy City Council **AFFIRMS** that the November 4, 2025 Troy City Council election is not concluded until the official certification by the Oakland County Board of Canvassers, and as a result, **DETERMINES** that the expiration of the current terms, and the start of the new terms, as set forth in Section 3.4 of Troy's Charter, is at 7:30 pm on Monday, November 17, 2025.

J.9. City Incurring Cost of Website Electronic Check Payments

Suggested Resolution

Resolution #2025-11-

WHEREAS, Since November 2013, the City has used Point & Pay LLC for the processing of credit card, debit card and electronic check (e-check) payments made from the City's website, with the customer paying the service fees; and,

WHEREAS, This has provided City of Troy customers the convenience and time savings of paying for building permits, property taxes, water/sewer bills, miscellaneous billing invoices, and birth and death certificates from anywhere, using the City's website, and it has simultaneously reduced the staff time that would be necessary to process the 38,000 annual transactions; and,

WHEREAS, The City would like to offer its residents and business owners another zero-cost payment method by absorbing the electronic-check service fee;

THEREFORE, BE IT RESOLVED, That Troy City Council hereby **AUTHORIZES** the City to incur the \$.65 service fee for each Point & Pay website electronic-check payment transaction.

J.10. Traffic Committee Recommendations – October 15, 2025

Suggested Resolution

Resolution #2025-11-

6. Request for No Parking Zone Extension – Adler Court

BE IT RESOLVED, That a NO PARKING ZONE **BE ESTABLISHED** in front of 4862 & 4874 Adler Ct on School days between 7:00 AM-9:00 AM and 3:00 PM-5:00 PM.

7. Request for Traffic Control – Warwick Drive at Folkstone Drive

BE IT RESOLVED, That the Warwick Drive Approach at Folkstone Drive **BE MODIFIED** from UNCONTROLLED to YIELD CONTROLLED.

K. MEMORANDUMS AND FUTURE COUNCIL AGENDA ITEMS:

K.1. Announcement of Public Hearings:

K.1.a. Community Development Block Grant (CDBG) 2025 Funds – Public Hearing Announcement for November 17, 2025

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

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

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

COMMENT FOR ITEMS NOT ON THE AGENDA FROM TROY RESIDENTS AND BUSINESSES:

N. COUNCIL REFERRALS:

N.1. No Council Referrals Submitted

O. REPORTS:

O.1. Minutes – Boards and Committees:

O.1.a. Joint Local Development Finance Authority Minutes-Final - October 21, 2024

O.1.b. Brownfield Redevelopment Authority Minutes-Final - April 15, 2025

O.1.c. Animal Control Appeal Board Meeting Minutes-Final-July 23, 2025

O.1.d. Brownfield Redevelopment Authority Special Meeting Minutes-Final - September 3, 2025

O.1.e. Planning Commission Meeting Minutes-Final-October 14, 2025

O.2. Department Reports:

O.2.a. Troy Racquet Club Annual Report

O.2.b. Troy Nature Society Financial Statements and Annual Report for Fiscal Year Ending 2025

O.3. Letters of Appreciation: None Submitted

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

O.5. Notice of Hearing for the Electric Customers of DTE Electric Company Case No. U-21875

P. COUNCIL COMMENTS:

P.1. No Council Comments

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

R. CLOSED SESSION

R.1. No Closed Session Requested

S. ADJOURNMENT

Submitted By

The City Manager



Frank Nastasi
City Manager

2025 SCHEDULED SPECIAL CITY COUNCIL MEETINGS:

2025 SCHEDULED REGULAR CITY COUNCIL MEETINGS:

November 17, 2025	Regular Meeting
December 1, 2025	Regular Meeting
December 15, 2025	Regular Meeting



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

I.5.

Date: November 10, 2025

To: Frank Nastasi, City Manager

From: Robert Bruner, Deputy City Manager
Chris Wilson, Assistant City Manager
Dylan Clark, Senior Management Analyst

Subject: 2026 City Council Meeting Schedule - Advance (*Introduced by: Frank Nastasi, City Manager*)

History

City Charter Section 8 requires the City Manager to prepare and submit to the City Council a proposed budget for the next fiscal year on or before the third Monday in April. Section 8 of the Charter also requires that a budget be adopted by City Council on or before the third Monday in May. In order to meet these deadlines and prepare a balanced budget for City Council to consider, the budget process begins in January.

Each year, City Council meets with staff for an extensive strategic planning session, or Advance, usually taking place in late November or early December. The purpose of the annual City of Troy Advance is to hold a meeting between staff and City Council where budget priorities can be discussed at length. This allows staff to align the proposed budget with City Council's expectations and policy goals before it is presented in April. It also helps ensure it can meet the May deadline without extensive deliberations. Therefore, it is important that this session takes place prior to, or alongside, the start of budget season.

The 2024 Advance, originally scheduled for Saturday, December 7, 2024, was canceled in favor of the 2025 Capital Conference. The Capital Conference was held on January 11, 2025, and City Council discussed the City's capital needs and a potential bond proposal. Ultimately, City Council approved ballot language for the 2025 Bond Proposal at the regular meeting of July 14, 2025 (Resolution #2025-07-096). It is expected that the next Advance will focus on how to move forward post-election. With election day taking place only one week ago on November 4, 2025, and the voters' decision regarding the proposal still fresh, it is recommended that City Council maintain this "new" schedule and hold the next strategic planning meeting in early 2026.

A proposed 2026 regular meeting schedule, along with special meeting dates for City Manager and City Attorney evaluations, as well as budget discussions, will be presented to City Council at an upcoming meeting. It is recommended that the City Council schedule the 2026 *Advance* at this time due to it taking place on an irregular day (Saturday), and to give ample time for staff and the facilitator to plan.

Recommendation

The following special meeting date is proposed for the *Troy 2026 Advance*:

- Saturday, January 17, 2026

This meeting will be held at 9:00 AM in the Troy Community Center consistent with the City Council Rules of Procedure.



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

I.6.

Date: November 10, 2025

To: Frank Nastasi, City Manager

From: Robert Bruner, Deputy City Manager
Chris Wilson, Assistant City Manager
Dylan Clark, Senior Management Analyst

Subject: 2026 City of Troy Advance Meeting Facilitation Consulting Services (*Introduced by: Frank Nastasi, City Manager*)

History

City Charter Section 8 requires the City Manager to prepare and submit to the City Council a proposed budget for the next fiscal year on or before the third Monday in April. Section 8 of the Charter also requires that a budget be adopted by City Council on or before the third Monday in May. In order to meet these deadlines and prepare a balanced budget for City Council to consider, the budget process begins in January.

The purpose of the annual City of Troy Advance is to hold a strategic planning session between staff and City Council where budget priorities can be discussed at length. This allows staff to align the proposed budget with City Council's expectations and policy goals before it is presented in April. It also helps ensure it can meet the May deadline without extensive deliberations. Therefore, it is important that this session takes place prior to, or alongside, the start of budget season. It has been recommended to the City Council that the *2026 Advance* be scheduled for Saturday, January 17, 2026.

The Advance strategic planning sessions have been incredibly important to both staff and City Council; The *2026 Advance* will be particularly important as staff and City Council discuss the results of the 2025 Bond Proposal and how to move forward with, or without, additional funding. Further, Advance strategic planning meetings are extended in length as staff and City Council work through these complex discussions. As a result, staff and City Council have found it beneficial to hire a third party for Advance Meeting Facilitation Consulting Services. Vettraino Consulting, LLC was selected by City Council to provide these services for the 2022 and 2023 City of Troy Advance meetings, as well as the 2025 Capital Conference. Staff and City Council have been satisfied with Vettraino Consulting's rendering of these services.

Financial

Funds are available in the General Fund - City Manager's Department budget.

Recommendation

City Management recommends that in the City's best interest, City Council waive the bid process and award a contract for Advance Meeting Facilitation Consulting Services as detailed

in the attached proposal to Vettraino Consulting, LLC, for an estimated amount of \$9,950 and hourly rates as detailed in the proposal.

Proposal Advance Meeting Facilitation

City of Troy

November 1, 2025





Honorable Mayor and City Council
c/o Dylan Clark, Senior Management Analyst
City of Troy
500 W. Big Beaver Road
Troy, MI 48084

Via email: Dylan.Clark@troymi.gov

RE: Response to Request for Proposal for Advance Meeting Facilitation Consulting Services

Thank you for the opportunity to offer the services of Vettraino Consulting in response to the City of Troy's request for proposal for Advance Meeting facilitation.

I have worked with the City of Troy on several projects including facilitation of the 2022, 2023, and 2024 Advance Meetings, executive recruitment, class and compensation study, and executive performance evaluation. These projects have helped me develop relationships with the elected and executive leaders of the community. Vettraino Consulting will leverage these experiences, expertise gained from other local government facilitation projects, and knowledge of municipal government to successfully facilitate Troy's 2025/6 Advance Meeting process.

In review of the scope of service, and based on the 2022, 2023, and 2024 Advance Meeting experience, Vettraino Consulting may partner with a second professional facilitator to accommodate the number of Troy team members who will be a part of the meeting. The second facilitator has not been identified yet and there is no change in price if a second facilitator is utilized. The City will have an opportunity to approve the second facilitator before they are included in the project.

Vettraino Consulting will use its experience, knowledge, and expertise to facilitate the activities of the Troy Advance Meeting and to develop reports that meet or exceed the established objectives. Vettraino Consulting will bring an open and facilitative character to the project and produce a work product that can be implemented to assist the City achieve its goals.

Thank you for your consideration of this proposal. We look forward to answering any additional questions you may have.

Sincerely,

Jaymes Vettraino
Partner



Scope of Work

Vettraino Consulting (VC) has reviewed the project goals with executive staff of the City and studied the project deliverables from the prior year Advance Meeting. As an experienced local government professional, VC will partner with Troy's leadership team to assist the City in facilitating an Advance Meeting as outlined in this scope of services. Mr. Jaymes Vettraino will be the primary and lead facilitator for this project.

Understanding the general expectations for the project, VC looks forward to working with the City to refine and confirm the scope of work and understands the scope needs to be flexible throughout the project to ensure the City's goals are met.

VC would use a phased approach for this project:

- Phase 1: Preliminary Assessment and Planning for the Meeting
- Phase 2: Data Collection and Review of Documents
- Phase 3: Assembly of Meeting Agenda and Distribution of Relevant Data
- Phase 4: Facilitation of the Advance Meeting
- Phase 5: Delivery of Summary Report

Phase 1: Preliminary Assessment and Planning for the Meeting

It is the consultant's understanding that the City is interested in using a similar format as 2022, 2023, 2024 meetings for its 2025/6 Advance Meeting. Vettraino Consulting will use prior Advance process as a model to build the 2025/6 Advance process. In addition to reviewing all of the notes and outcomes from the 2024 Advance, including the subsequent April 2025 meeting focused specifically on the bond proposal, the consultants will review other strategic planning, budgeting, and objective setting documents the City has developed. After reviewing the background information, the consultants will meet with the City Manager's office to document the objectives to be achieved during the Advance Meeting process.

Based on the objectives developed at the end of Phase 1, Vettraino Consulting may recommend a second facilitator to assign to the project. The choice of the facilitator will be dependent on the objectives, and the City will have an opportunity to approve the recommended second facilitator.



✓ Phase 2: Data Collection and Review of Documents

Based on the results of Phase 1, Vettraino Consulting will facilitate data collection and, as needed, interview meetings with stakeholders. Stakeholders may include City Council members, the City Manager's office, and Department Heads. The interviews may be one-on-one, group meetings, or via survey. The focus of the interviews will be on each stakeholder's expectations, and desired outcomes for the Advance. Budget time for the activities of Phase 2 is eight (8) hours. Data collected from the stakeholder engagement efforts will help further define the planning, subjects focus, and format of the Advance Meeting. The consultants will consider their own experience and review best practices to develop a plan for the Advance Meeting that meets the goals of the stakeholders.

✓ Phase 3: Assembly of Meeting Agenda and Distribution of Relevant Data

In coordination with the City Manager's office the consultants will prepare and distribute an agenda and all relevant data for the Advance Meeting. The agenda packet will be distributed to the stakeholders at least ten (10) days in advance of the Advance Meeting. Understanding the stakeholders are busy, and acknowledging the importance of the Advance Meeting, the consultants will work to assure the agenda packet information is well organized and relevant to having a successful Advance Meeting.

✓ Phase 4: Facilitation of the Advance Meeting

Vettraino Consulting will facilitate the public Meeting. The consultants will be responsible for facilitating, documenting, and coordinating all activities during the meeting. The consultant will use a blend of detailed planning and unplanned time to make sure the meeting is structured, yet also provides the stakeholders with the flexibility to explore unplanned topics they agree are important to cover during the meeting.

✓ Phase 5: Delivery of Summary Report

Vettraino Consulting will prepare a summary report. The summary report will include the results of the Meeting and relevant data from the pre-meeting process. The consultant will provide a draft(s) to the City Manager's office to review and provide comments, prior to preparing the final summary report. The consultants will maintain the integrity of the final summary report and prepare it as a document intended for the use of all stakeholders. The final summary report will be provided as a .pdf document to the City Manager's office.



Timeline

Vettraino Consulting is ready to begin this project immediately.

We understand the timeline may need to be flexible, but that the planned date for the Advance meeting is January 17, 2026.

- ✓ Phase 1: Preliminary Assessment and Planning for the Meeting
 - Completed by November 28, 2025
- ✓ Phase 2: Data Collection and Review of Documents
 - Completed by December 15, 2025
- ✓ Phase 3: Assembly of Meeting Agenda and Distribution of Relevant Data
 - Completed by January 7, 2026
- ✓ Phase 4: Facilitation of the Advance Meeting
 - Scheduled for January 17, 2026
- ✓ Phase 5: Delivery of Summary Report
 - Completed by February 2, 2026



Fee Structure

For the outlined Scope of Work, Vettraino Consulting offers the following pricing:

✓ **Fee: \$9,950 (lump sum)**

Lump sum services will be billed 1/3 at the beginning of the project 1/3 after Phase 4 and 1/3 after Phase 5 of the scope of work.

Services outside the Scope of Work will be billed at a rate of \$150 per hour.

Reimbursable costs will be billed at actual cost and include items such as travel (mileage at the federally approved rate), shipping, printing, photocopying, and other similar materials.

Vettraino Consulting will issue detailed invoices outlining the services provided, expenses incurred, and the total billed amount. Payment terms are net 15 days from the invoice date. Invoices will be sent via email to the individual specified by the client.

This Scope of Work and Fee Structure will remain in effect for a period of six months from the date of this proposal.



Notice to Proceed

By signing below, I confirm that I am an authorized representative of the entity identified below.

✓ I agree to the outlined scope of work and the terms noted on pages 1 through 5.

This Scope of Work and Fee Structure will remain in effect for a period of six months from the date of this proposal.

I further affirm that I have the authority to bind the entity to the engagement of these professional services and to enter into this contract.

Vettraino Consulting, LLC

Jaymes Vettraino, Managing Partner

Date

City of Troy, Michigan

NAME, TITLE:

Date



Project Lead, Jaymes Vettraino

Jaymes provides municipal management consulting services to communities. His focus is on assisting with operational management, financial planning, community engagement, facilitation, and economic development. In addition, Jaymes has extensive experience in executive recruitment and employee class and compensation study services.

Prior to starting his consulting service in 2016, Jaymes spent 17 years as a City Manager. Most recently as the City Manager of Rochester, MI, where he had the opportunity to lead a dynamic management team to simultaneously reduce expenses and increase the level of community service during years of the “great recession.” Prior to serving the City of Rochester, Jaymes was the Manager of Kutztown, PA and had the chance to be the first Manager of Pen Argyl, PA.

Jaymes has an MBA in Management from Lehigh University (Bethlehem, PA) and a BA in Political Science from Michigan State University (East Lansing, MI).

Select Clients Served by Jaymes Vettraino*

Bloomfield Township Library	City of Rochester DDA
City of Albion	City of Rochester Hills
City of Ann Arbor DDA	City of Royal Oak
City of Berkley	City of South Lyon
City of Charlotte	City of Sterling Heights
City of Clawson	City of Troy
City of Dearborn	County of Kent
City of Eastpointe	County of Macomb
City of Ferndale	County of Oakland
City of Hamtramck	County of Ottawa
City of Huntington Woods	County of Saginaw
City of Jackson	Mich. Local Community Services Authority
City of Lincoln Park	Michigan Municipal Services Authority
City of Melvindale	Township of Kochville
City of Northville	Township of Oakland
City of Oak Park	Township of Oscoda
City of Pleasant Ridge	Tri-County Planning Commission
City of Pontiac	Village of Oxford
City of Rochester	Village of Romeo
* Some projects completed in partnership with GovHR USA or Municipal Analytics	



References

Oakland County, Michigan
April M. Lynch, Deputy County Executive
2100 Pontiac Lake Road, Building 41 West
Waterford, MI 48328
248-858-1558
lynchap@oakgov.com

Northville Township
Glenn Caldwell, Township Manager
44405 Six Mile Road
Northville, MI 48168
248-662-0527
gcaldwell@twp.northville.mi.us

City of Pleasant Ridge
James Breuckman, City Manager
23925 Woodward Avenue
Pleasant Ridge, MI 48069
248-541-2901
citymanager@cityofpleasantridge.org

City of Ferndale, Michigan
Dan Jacey, Director of Human Resources
300 East Nine Mile Road
Ferndale, MI 48220
248-546-2378
djacey@ferndalemi.gov

City of Rochester Hills, Michigan
Brook Isana, Director of Human Resources
1000 Rochester Hills Drive
Rochester Hills, MI 48309
248-841-2521
insanab@rochesterhills.org



Prepared for the City of Troy

For questions or additional information, please contact Vettraino Consulting.

Thank you for your time and look forward to serving your community.

Jaymes Vettraino





500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

I.7.

Date: November 10, 2025

To: Frank Nastasi, City Manager

From: Bob Bruner, Deputy City Manager
Chris Wilson, Assistant City Manager
Rob Maleszyk, Chief Financial Officer
Kyle Vieth, Controller
Dennis Trantham, Deputy Public Works Director
Emily Frontera, Purchasing Manager
Kurt Bovensiep, Public Works Director

Subject: Bid Waiver and Capital Expense Approval: Boulan Park Cricket Field Officials Stand and Maintenance Shed (Introduced by Kurt Bovensiep)

History

On August 12, 2024, City Council approved a contract to construct the Cricket Field at Boulan Park with Premier Group Associates, LLC (Resolution #2024-08-101). Construction of the field began in late August 2024 and continued through October 2025. There were many challenges with the awarded contractor that have been documented for future reference if the company bids on any future City of Troy work. These challenges have delayed the completion of the project but have also offered opportunities to improve the overall project. One of the major enhancements that was not included in the original bid is a fully sodded irrigated field. In addition to the enhancements the City of Troy deducted several unit costs from the contractor for various reasons. One of the deductions was for the specified shed unit as the contractor already had to replace the shed twice because of poor craftsmanship in the assembly process.

The construction of the Cricket Field was accomplished through a partnership with Rep. Sharon MacDonell. The City of Troy applied for a state grant for the construction of the full-size Cricket field and was successful in receiving a \$900,000 grant, which was included in the State of Michigan's 2024 budget. The grant requires the City of Troy to complete the project by December 31, 2025 and have all expenses submitted for reimbursement. Because of the delay in completion and the deductions from the original project cost, the City of Troy is positioned to add the official's stand that was omitted from the original scope. Additionally, with the deduction of the specified shed and assembly cost, the City of Troy is positioned to purchase its own shed and complete the assembly using City of Troy Facilities Division staff.

Purchasing

Aluminum Athletic Equipment Co. (AAE) of Royersford, PA participates in The Interlocal Purchasing System (TIPS) cooperative, which is primarily used by schools. Although this is not a cooperative the City of Troy is approved to use, the products are competitively bid, proposals evaluated and contracts awarded by a Board of Directors similar to the City's approved

cooperatives. Additionally, with the grant requirements to have all expenses complete by December 31, 2025, it would be unlikely to bid and award a contract for the purchase to meet this deadline.

Pricing for the shed and associated materials has been secured from Home Depot through the OMNIA Partners Purchasing Contract #16154 as detailed in the attached quote. City Council authorized participation in the Cooperative Purchasing Programs on February 5, 2024 (Resolution #2024-02-031-J-5).

Financial

Funds are available in the Capital Fund- Parks Development with an available budget amount of \$35,000 and an associated Project Number of 2024C0041.

Recommendation

City Management recommends waiving the bid process and awarding a contract to purchase the Portable Multi-Purpose Elevated Officials Stand and associated accessories from Aluminum Athletic Equipment Co. of Royersford, PA for an estimated cost of \$27,269.75 as detailed in the attached quote as per the TIPS Cooperative Contract #230203, not to exceed budgetary limitations. City Management further recommends approving the expenditure of Capital Funds to purchase the shed and associated accessories from Home Depot using the OMNIA Partners Purchasing Contract for an estimated total of \$2,335.58 as detailed in the attached quote but not to exceed budgetary limitations.





Customer Quote

10/28/2025, 2:22 PM EDT

Sales Person AXR6972

Store Phone # (248) 816-8001

Store # 2706

Location 1177 COOLIDGE HIGHWAY, TROY, MI 48084

Customer Information

LAURA CAMPBELL

(248) 524-3368

L.CAMPBELL@TROYMI.GOV

LAURA CAMPBELL

4963 ROCHESTER RD

TROY, MI 48085



Quote # H2706-353505

PO / Job Name Shed

Delivery

Delivery Address
4963 ROCHESTER RD
TROY , MI 48085

Delivery Options
...

Delivery Date
Delivery to be scheduled at the time of purchase

Item Description	Model #	SKU #	Unit Price	Qty	Subtotal
Amerimax Home Products F5.5S x 10 ft. White Aluminum Drip Edge Flashing	5511600120	677440	\$10.48 / each \$8.38 / each	5	\$41.90
PREFERRED PRICING \$2.10 OFF EACH					
GAF Timberline Natural Shadow Charcoal Algae Resistant Architectural Shingles (33.33 sq. ft. per Bundle)	0601180	775276	\$42.97 / bundle \$38.67 / bundle	6	\$232.02
PREFERRED PRICING \$4.30 OFF EACH					

Delivery

Delivery Address
4693 Rochester Rd
Troy , MI 48085

Delivery Options
Priority Ground Shipping

Estimated Delivery Date
October 29 - November 10

Item Description	Model #	SKU #	Unit Price	Qty	Subtotal
APOC 216 sq. ft. Felt Roof Underlayment	AP-0025	387473	\$35.98 / roll \$31.66 / roll	1	\$31.66
PREFERRED PRICING \$4.32 OFF EACH Get it by Oct 29 - Nov 10					
Little Cottage Co. Value Gable 10 ft. x 12 ft. Outdoor Wood Storage Shed Precut Kit (120 sq. ft.)	10x12 VGS-PC	1011007722	\$2,100.00 / each \$2,030.00 / each	1	\$2,030.00
DISCOUNT \$79.00 OFF EACH Get it by Oct 29 - Nov 10					
Priority Ground Shipping	N/A			1	\$79.00



Customer Quote

10/28/2025, 2:22 PM EDT

Sales Person AXR6972

Store Phone # (248) 816-8001

Store # 2706

Location 1177 COOLIDGE HIGHWAY, TROY, MI 48084

Prices Valid Through: 11/04/2025
at The Home Depot #2706

Subtotal	\$2,455.20
Discounts	-\$119.62
Sales Tax	\$0.00
Quote Total	\$2,335.58

Sales Quote

Q25-3152

AAE Aluminum Athletic Equipment Co.
1000 Enterprise Drive
Royersford, PA 19468

Date : October 21, 2025
Expires : November 20, 2025
Page 1 / 2

BILL TO

56574
City of Troy
4693 Rochester Rd
Troy, MI 48085
USA

SHIP TO

56574
City of Troy
Dennis Trantam
4693 Rochester Rd
Troy, MI 48085
USA

Prepared By Owen Brill	Job Name City of Troy-Donkey-4	Payment Terms Net 30	Shipping Method Motor Freight	Estimated Delivery* 10/21/25
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Item/Description		Qty/Unit	List Price	Your Price	Discount	Line Total
DONKEY-4	PORTABLE MULTI-PURPOSE CENTER, 3'ELEVATED	1 Each	19,500.00	18,525.00	975.00	18,525.00
DONKEY-PAC	POWDER-COATED ALUMINUM CANOPY (SPECIFY COLOR)	1 Each	1,295.00	0.00	1,295.00	0.00
DONKEY-TT	POWDER-COATED 18" TABLE TOP (SPECIFY COLOR)	1 Each	790.00	0.00	790.00	0.00
DONKEY-FB-A	POWDER-COATED FRONT BANNER (SPECIFY COLOR)	1 Each	910.00	0.00	910.00	0.00
CZ-DONKEY/DECAL	DONKEY DECAL CUSTOMIZATION	1 Each	265.00	0.00	265.00	0.00
DONKEY-HA	HITCH ATTACHMENT W/ 2" BALL COUPLER	1 Each	925.00	878.75	46.25	878.75
DONKEY-COMFORT	COMFORT PACKAGE - INCLUDES WEATHER SCREENS, SEAT & BACKREST CUSHIONS & POWER - CONDUIT/4'SURGE/USB(2)/HOLES (3)	1 Package	3,425.00	3,253.75	171.25	3,253.75
DONKEY-PWR/1		1 Each	1,555.00	1,477.25	77.75	1,477.25
DONKEY-ANNOUNCER	ANNOUNCER'S PACKAGE - INCLUDES: SPEAKERS, AMPLIFIER & MICROPHONE Freight is TBD	1 Package	3,300.00	3,135.00	165.00	3,135.00
		0	0.00			0.00

Subtotal	27,269.75
Total Tax	0.00
TOTAL	\$27,269.75

Comments:

TIPS/TAPS CONTRACT #230203

PLEASE NOTE: This quote does not include assembly or installation. If shipment incurs inside delivery or special lift requirement charges, this cost would be added to your invoice. Any order over \$1,000 paid by credit card will incur a *Credit Card Convenience Fee* – 1% for Visa/Mastercard/Discover and 1.5% for American Express.

Visit Us:
www.aaesports.com

Call Us:
800.523.5471

Email Us:
info@aaesports.com

*Estimated Delivery will be calculated from confirmed order date and is not guaranteed. Please order early to facilitate your requested delivery date.

WARNING: Some products may contain chemicals known to the state of California to cause cancer, birth defects, or other reproductive harm. www.P65Warnings.ca.gov



500 West Big Beaver
Troy, MI 48084
troymi.gov

BOARD & COMMITTEE MINUTES COVER SHEET

J.2.a.

Board and Committee Minutes:

J.2.a. City Council Minutes-Draft - October 20, 2025

ATTACHMENT(S): 20251020

Pastor Matt Schuler from Faith Lutheran Troy performed the Invocation. The Pledge of Allegiance to the Flag was given.

A. CALL TO ORDER:

A Regular Meeting of the Troy City Council was held on Monday, October 20, 2025, at City Hall, 500 W. Big Beaver Rd. Mayor Baker called the meeting to order at 7:31 PM.

B. ROLL CALL:

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

C. CERTIFICATES OF RECOGNITION AND SPECIAL PRESENTATIONS:

C-1 Troy Community Foundation – 2025 Troy Family Daze Report (*Presented by: Karen Greenwood, Troy Community Foundation*)

C-2 Service Commendation to Stage Nature Center Executive Director Carla Reeb

D. CARRYOVER ITEMS:

D-1 No Carryover Items

E. PUBLIC HEARINGS:

E-1 No Public Hearings

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

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

H. POSTPONED ITEMS:

H-1 No Postponed Items

I. REGULAR BUSINESS:

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

a) Mayoral Appointments:

Resolution #2025-10-133

Moved by Baker

Seconded by Chamberlain-Creanga

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

Downtown Development Authority

Appointed by Mayor

13 Regular Members

4 Year Term

Nominations to the Downtown Development Authority:

Term Expires: 9/30/2029

Kenny Koza

In District

Term currently held by: Kenny Koza

Term Expires: 9/30/2029

Daniel MacLeish

In District

Term currently held by: Daniel MacLeish

Yes: All-7

No: None

MOTION CARRIED

Resolution #2025-10-134

Moved by Baker

Seconded by Chanda

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

Global Troy Advisory Committee

Appointed by Mayor

12 Regular Members

3 Year Term

Nominations to the Global Troy Advisory Authority:

Term Expires: 10/30/2026	Michelle Haight Term currently held by: Vacancy-Philippe Cicchini resigned
Term Expires: 10/30/2028	Edward Chezick Term currently held by: Edward Chezick
Term Expires: 10/30/2028	Daniela Natcheva Term currently held by: Daniela Natcheva
Term Expires: 10/30/2028	Carolina Noguez-Ortiz Term currently held by: Carolina Noguez-Ortiz
Term Expires: 10/30/2028	Youdong Zhou Term currently held by: Youdong Zhou

Yes: All-7
No: None

MOTION CARRIED

b) **City Council Appointments:** None

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

a) **Mayoral Nominations:** None

b) **City Council Nominations:**

Resolution #2025-10-135
Moved by Gunn
Seconded by Chamberlain-Creanga

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:

[Animal Control Appeal Board](#)

Appointed by Council
5 Regular Members
3 Year Term

Nominations to the Animal Control Appeal Board:

Term Expires: 9/30/2028	Tina Catron Term currently held by: Tina Catron
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Yes: All-7
No: None

MOTION CARRIED

I-3 No Closed Session Requested

I-4 Contract Renewal – Group Life Insurance, Accident and Sickness Coverage for Volunteer Firefighters (*Introduced by: Peter Hullinger, Fire Chief*)

Resolution #2025-10-136
Moved by Chanda
Seconded by Gunn

WHEREAS, The City of Troy's Benefits Consultant, Gallagher Benefit Services Inc, explored coverage options from reputable, financially stable carriers on the City's behalf;

NOW, THEREFORE, BE IT RESOLVED, That in the best interest of the City, Troy City Council hereby **AUTHORIZES** the renewal of the policy with *VFIS of York, PA*, for Group Term Life and Accident & Sickness Coverage for an estimated amount of \$30,930.00 for the Group Term Life policy and \$4,792.00 for the Accident & Sickness policy for an estimated total of \$35,722.00.

BE IT FINALLY RESOLVED, That the City Manager or his/her delegate is **AUTHORIZED** to administratively approve annual renewals for up to five additional terms, after determining it's in the best interest of the City to do so, recognizing that there will likely be cost increases for the future years.

Yes: All-7
No: None

MOTION CARRIED**J. CONSENT AGENDA:**

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

Resolution #2025-10-137-J-1a
Moved by Hamilton
Seconded by Hodorek

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 #2025-10-137-J-2

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

- a) City Council Minutes-Draft – October 6, 2025

J-3 Proposed City of Troy Proclamations: None Submitted

J-4 Standard Purchasing Resolutions:

- a) **Standard Purchasing Resolution 2: Award to Low Bidder Meeting Specifications – Liquid Calcium Chloride**

Resolution #2025-10-137-J-4a

RESOLVED, That Troy City Council hereby **AWARDS** a one-year contract to provide seasonal requirements of Liquid Calcium Chloride with the option to renew for one additional year to the low bidder meeting specifications, *Liquid Calcium Chloride Sales, Inc. of Kawkawlin, MI* for an estimated total cost of \$70,960.00, at the unit prices contained in the bid tabulation opened October 9, 2025, a copy of which shall be **ATTACHED** to the original Minutes of this meeting with the contract expiring November 30, 2027, not to exceed budgetary limitations.

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

- b) **Standard Purchasing Resolution 2: Award to Low Bidder Meeting Specifications – Major and Local Street Pavement Marking**

Resolution #2025-10-137-J-4b

RESOLVED, That Troy City Council hereby **AWARDS** a two (2) year contract with the option to renew for one (1) additional year to sole bidder meeting specifications; *P. K. Contracting, Inc. of Troy, MI* to provide Major and Local Street Pavement Marking Services on an as needed basis, not to exceed budgetary limitations, at the unit prices as detailed in the bid tabulation opened September 25 2025; a copy of which shall be **ATTACHED** to the original minutes of this meeting and as detailed below by year; with the contract expiring June 30, 2028.

<u>2 Yr. Contract</u>	<u>Amount</u>
1	\$ 700,000.00
2	\$ 700,000.00
Total 2 Yr. Contract	\$ 1,400,000.00
1 Year Renewal	\$ 700,000.00

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 4: Sourcewell Cooperative Purchasing Contract – HPE StoreOnce Immutable Storage**

Resolution #2025-10-137-J-4c

RESOLVED, That Troy City Council hereby **APPROVES** a contract to purchase an HPE StoreOnce encrypted disk backup system with five years of maintenance and implementation and training services from *CDW-G of Chicago, IL* as per detailed in the attached as per the Sourcewell Cooperative Contract # 121923-CDWG for an estimated total cost of for \$65,609.42 copies of which shall be **ATTACHED** to the original Minutes of this Meeting.

BE IT FURTHER RESOLVED, That Troy City Council **AUTHORIZES** ongoing annual maintenance renewals with CDW-G for the HPE StoreOnce backup system as needed by the Troy Information Technology Department.

J-5 Request for Acceptance of a Permanent Easement, Sidwell #88-20-25-352-014

Resolution #2025-10-137-J-5

BE IT RESOLVED, That Troy City Council hereby **ACCEPTS** a permanent easement for storm sewers and surface drainage from Floriana Bejko and Firdus Bjyli, owners of the property having Sidwell #88-20-25-352-014.

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

J-6 Request for Acceptance of a Permanent Easement, Sidwell #88-20-25-352-015

Resolution #2025-10-137-J-6

BE IT RESOLVED, That Troy City Council hereby **ACCEPTS** a permanent easement for storm sewers and surface drainage from Mage Hanna and Samia Hanna, owners of the property having Sidwell #88-20-25-352-015.

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

J-7 Private Agreement – Contract for Installation of Municipal Improvements - Bose Hub Office and Engineering Building - Project No. 25.914.3

Resolution #2025-10-137-J-7

RESOLVED, That Troy City Council hereby **APPROVES** the Contract for the Installation of Municipal Improvements (Private Agreement) between the City of Troy and 755 Tower Associates II, LLC for the installation of Water Main, Sanitary Sewer Service, and Storm Sewer, 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.

J-8 Stormwater Management Operations and Maintenance Agreement, Tableau By Mondrian, LLC, Sidwell #88-20-22-301-007, -008, and -009

Resolution #2025-10-137-J-8

BE IT RESOLVED, That Troy City Council hereby **APPROVES** a Stormwater Management Operations and Maintenance Agreement between the Tableau By Mondrian, LLC and the City of Troy outlining a plan to install, maintain and operate the private stormwater system and underground detention facility on the properties owned by Tableau By Mondrian, LLC and identified by Sidwell #88-20-22-301-007, -008 & -009.

BE IT FURTHER RESOLVED, That Troy City Council **AUTHORIZES** the Mayor and City Clerk to execute the Agreement.

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

J-9 Stormwater Management Operations and Maintenance Agreement, Motor City Church International, Sidwell #88-20-20-226-097

Resolution #2025-10-137-J-9

BE IT RESOLVED, That Troy City Council hereby **APPROVES** a Stormwater Management Operations and Maintenance Agreement between Motor City Church International and the City of Troy outlining a plan to install, maintain and operate the private stormwater system and underground detention facility on the properties owned by Motor City Church International and identified by Sidwell #88-20-20-226-097.

BE IT FURTHER RESOLVED, That Troy City Council **AUTHORIZES** the Mayor and City Clerk to execute the Agreement.

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

J-10 City of Troy v 4770 Rochester Holdings, LLC

Resolution #2025-10-137-J-10

RESOLVED, That the City of Troy City Council hereby **APPROVES** the proposed Consent Judgment in the City of Troy v 4770 Rochester Holdings, LLC condemnation case, Oakland County Circuit Court Case Number 2025-214450 CC, and **AUTHORIZES** payment in the

amounts stated therein from Account Number 401.449.202.989.022065, and further **AUTHORIZES** the City Attorney or designee to execute the document on behalf of the City of Troy; a copy of the Consent Judgment is to be **ATTACHED** to the original Minutes of this meeting.

K. MEMORANDUMS AND FUTURE COUNCIL AGENDA ITEMS:

K 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 FROM TROY RESIDENTS AND BUSINESSES:

Anthony Kapas	Commented on the need for speed humps on Eckford
---------------	--

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

Mr. Bovensiep, Public Works Director, provided a summary of the history of speed humps, and the issues they present.

N. COUNCIL REFERRALS:

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

N-1 No Council Referrals Submitted

O. REPORTS:

O-1 Minutes – Boards and Committees:

- a) Planning Commission-Final – September 23, 2025
 - b) Traffic Committee-Final – July 16, 2025
- Noted and Filed

O-2 Department Reports:

- a) 2025 Bond Proposal Communications Plan Updates
 - b) Q3 Economic Development Report
 - c) 2025 Lead and Copper Rule Monitoring Update
- Noted and Filed

O-3 Letters of Appreciation:

- a) To the City of Troy from Rhonda Hendrickson Regarding Sylvan Glen Lake Park
 - b) To Lyndsey Ramsey from Mike and Mary Ann Husson
- Noted and Filed

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

P. COUNCIL COMMENTS:

P-1 Council Comments

Mayor Pro Tem Gunn wished those who celebrate a Happy Diwali.

Mayor Pro Tem Gunn recognized some notable Troy residents: Anson Pingree, an Eagle Scout, who worked at the Troy Historical Museum to create a mud oven, Troy High School Basketball Coach Gary Fralick was inducted into the High School Hall of Fame, and Athens High School student, Skyye Frailey, achieved 1,000 kills in volleyball.

Council Member Hamilton asked City Clerk Dickson to provide voting information for the election on November 4, 2025. City Clerk Dickson provided details on early voting, absentee ballots, recent changes to the precincts and polling locations, voting hours on Election Day, extended hours the Saturday before the election, and voters can go to www.troymi.gov/elections for more information.

Council Member Chanda asked about registering to vote. City Clerk Dickson explained that starting on Tuesday voters who wish to register to vote must do so at the City Clerk's Office during regular business hours or on Saturday, November 1st from 8am to 4pm.

Council Member Hamilton asked about options returning absentee ballots. City Clerk Dickson explained the options of returning absentee ballots by mail or preferably at any of the 5 drop boxes. She said voters may tabulate their absentee ballot in-person at Early Voting or at the precinct on Election Day.

Council Member Brooks wished a Happy Diwali to those who celebrate and commented on the message of light over darkness.

Council Member Brooks commented on the Nature Uncorked fundraising event on November 7th, 2025 at the Troy Community Center. She said tickets are available online.

Council Member Brooks commented on the upcoming Frightful 5K on Sunday, October 26th. Tickets are available online.

Council Member Brooks commented that she had the privilege of working with Carla Reeb serving on the Nature Society Board. She said Carla positivity and leadership trickled down and created a wonderful atmosphere at the Nature Center. She wished her a Happy Retirement and said she will be missed.

Council Member Chamberlain-Creanga wished everyone a Happy Diwali to those who celebrate.

Council Member Chamberlain-Creanga said she is grateful the pool is back up and running.

Council Member Chamberlain-Creanga asked if the Special Assessment District process has been updated. She asked if that can be a goal next year.

Council Member Chanda wished everyone a Happy Diwali to those who celebrate and said he grew up celebrating the Festival of Light.

Council Member Chanda commented on the presentation from the Troy Community Foundation and the proclamation for Carla Reeb. He expressed kudos to Karen Greenwood and all of the volunteers for all of their work on another successful Troy Family Daze festival.

Council Member Chanda reminded voters to vote in the November 4, 2024 City General Election.

Mayor Baker commented on the Frightful 5K and said it is a wonderful community event. He thanked City staff for their work to pull off such a great event.

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

R. CLOSED SESSION

R-1 No Closed Session

S. ADJOURNMENT:

The Meeting **ADJOURNED** at 8:32 PM.

Mayor Ethan Baker

M. Aileen Dickson, MMC, MiPMC3
City Clerk



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

J.4.a.

Date: November 10, 2025

To: Frank Nastasi, City Manager

From: Bob Bruner, Deputy City Manager
Chris Wilson, Assistant City Manager
Kyle Vieth, Controller
Joshua Jones, Chief of Police
Frank Shuler, Police Lieutenant
Dan Galich, Police Sergeant
Dan Bachleda, Police Officer - Training Section
Emily Frontera, Purchasing Manager
Roland Gungab, Budget Analyst - Troy Police

Subject: Standard Purchasing Resolution 2: Award to Low Bidder Meeting Specifications
– Patrol Rifle Optics Replacement – Troy Police Department

History

Since 2007, the City of Troy authorized our Police Department to carry patrol rifles in response to increased international and domestic terrorism as well as armed suspects using assault rifles to commit various crimes, including assaults on peace officers (Resolution #2007-08-233-E-4b). Throughout 2022 and 2023, the Troy Police Department along with our Tactical Support Team (TST) upgraded their duty rifles. During this time, the Trijicon MRO (Miniature Rifle Optic) and MRO HD (High Definition) were selected for the new patrol and TST rifle optics for aiming at targets. Since the implementation of these optics, the training section has noticed an unusually high failure rate with the MRO. Out of the 62 MROs and MRO HDs initially purchased, there were a total of 11 failures or a failure rate of about 17%. These failures included the following, which involve crucial functions when aiming at targets:

- Failing to maintain zero (involving consistent accuracy after targeting adjustments)
- Red dot zeroing off axis (not adjusting straight up and down)
- Battery connections breaking
- Optic zero shifting in extreme heat and cold (as much as multiple feet).
- Battery life below what the manufacturer advertised (causing officers on the road to have inoperable sights).

We contacted Trijicon with our concerns, but they advised us that the MRO was never intended to be a duty grade optic. They also offered no solutions other than to buy upgraded optics or continue to send ours back for repair when they fail. Given the liability and risk to life issues (officers and citizens), we believe that the failure rate of these optics combined with the 4–6 week repair time warrants them being removed from service. Due to the lack of response from Trijicon about our concerns, we request these optics be replaced with one from a different manufacturer. The risk of loss of life at a critical moment supersedes us continuing to field

these optics.

After numerous staff discussions, a significant amount of research, prior experience along with trial-and-error testing, Troy Police proposes to replace our 48 Trijicon MROs with Eotech EXPS2.0. We also request to replace our 15 Trijicon MRO HDs and Magnifiers with Eotech EXPS3.0s with G43 magnifiers. Our current optics and older rifles would be traded in to help offset the cost.

Purchasing

On October 30, 2025, a bid opening was conducted as required by the City Charter/Code for the purchase of the patrol rifle optics for the Police Department. The bid was posted on the MITN Purchasing Group website; www.bidnetdirect.com/city-of-troy-mi. One hundred fifty-three (153) vendors were notified via the MITN website. Three (3) bid proposals and one (1) No Bid response were received. Six (6) additional bids were non-responsive, as they did not provide the bid surety as specified in the bid documents. Below is a detailed summary of potential vendors for this bid opportunity.

Companies notified via MITN	153	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, RFOs and Quote opportunities within the City. Active MITN non-paying members are responsible to monitor and check the MITN website for opportunities 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.
Troy Companies notified via MITN	1	
Troy Companies- Active email notification	1	
Troy Companies- - Free	0	
Companies that viewed the bid	139	
Troy Companies that viewed the bid	0	

The bid responses were reviewed and PAI Defense of Columbia City, IN is the low bidder meeting all bid specifications and is being recommended for the purchase of the patrol rifle optics for an estimated amount of \$35,815.44. PAI Defense also offered a trade-in value of \$17,321.00, contingent on the condition of the optics traded in. The total estimated cost including trade-in is \$18,494.44. PAI Defense has successfully provided for the City of Troy on past purchases meeting all contract requirements.

Financial

Funds are budgeted and available in the Police Department Operating Accounts under Account Number 101.301.11.324.740.010 (Emergency Response/Preparedness – Operating Supplies General) for the 2026 fiscal year.

Recommendation

City Management recommends awarding a contract to the low bidder meeting specifications; PAI Defense of Columbia City, IN to supply the Police Department with the patrol rifle optics for an estimated total amount of \$35,815.44, less the estimated trade-in value of \$17,321.00 for an estimated total final cost of \$18,494.44, at unit prices contained in the bid tab opened October 30, 2025.

Opening Date: 10/30/2025
Date Reviewed: 10/30/2025

CITY OF TROY
BID TABULATION
PATROL RIFLE OPTICS

ITB-COT 25-31
Page 1 of 2

VENDOR NAME:	PAI Defense	Botach Inc.	Proforce Law Enforcement
CITY:	Columbia City, IN	Las Vegas, NV	Prescott, AZ
CHECK NUMBER:	579971	648202807-9	449104437
CHECK AMOUNT:	\$2,050.00	\$2,050.00	\$2,050.00

PROPOSAL: TO FURNISH NEW RIFLE OPTICS (not reconditioned) FOR THE TROY POLICE DEPARTMENT

Proposal A Rifle Optics							
DESCRIPTION	QTY	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION
EOTECH HWS XPS2™ - Single CR123 battery; reticle with 68 MOA ring and 1 MOA dot – Product # XPS2-0	44	\$458.90	\$20,191.60	\$495.00	\$21,780.00	\$545.05	\$23,982.20
EOTECH HHS VI™ - Eotech Complete system includes EXPS3-2 HWS, G43 magnifier and (STS) switch-to-side mount – Product # HHS VI	16	\$976.49	\$15,623.84	\$1,050.00	\$16,800.00	\$1,073.63	\$17,178.08
(Proposal A) Total Price:		\$35,815.44		\$38,580.00		\$41,160.28	
Proposal B Trade in for Optics – State TRADE IN VALUE at current market value for current department rifles and optics. Quantities are estimates and may vary							
DESCRIPTION	QTY	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION
Smith and Wesson M&P 15 Rifle	9	\$319.00	\$2,871.00	\$300.00	\$2,700.00	\$285.00	\$2,565.00
Trijicon MRO 2.0 adjustable Red-Dot sight with full co witness mount – Used	44	\$175.00	\$7,700.00	\$200.00	\$8,800.00	\$130.50	\$5,742.00
Trijicon, MRO HD, Red Dot and X3 Magnifier	15	\$450.00	\$6,750.00	\$250.00	\$3,750.00	\$191.25	\$2,868.75
(Proposal B) Total Trade in Value:		\$17,321.00		\$15,250.00		\$11,175.75	
(Proposal A - Proposal B) Grand Total Price:		\$18,494.44		\$23,330.00		\$29,984.53	

Authorized Dealer:	Y/ N	Y	Not Specified	Y
Warranty:		Factory Warranty Applies	2	Standard Manufacturer Warranty
Provided Contact Information:	Y/ N	Y	Y	Y
References Provided:	Y/ N	Y	Y	Y
Payment Terms:		Net 30	Net 30	Net 30
Delivery Date:		2-3 Weeks	Not Specified	60-90 Days ARO
Exceptions:		None	None	None
Acknowledgement:	Y/ N	Y	Y	Y
Signed Addendum:	Y/ N	Y	Y	Y
Forms:	Y/ N	Y	Y	Y

Low Bidder Meeting Specifications

No Bid: Lawmen Supply Company

Attest:
(*Bid Opening conducted via a Zoom Meeting)
Frank Shuler
Roland Gungab
Andrew Chambliss
Nellie Bert
Stephanie Kerr

Emily Frontera
Purchasing Manager



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

J.4.b.

Date: November 10, 2025

To: Frank Nastasi, City Manager

From: Bob Bruner, Deputy City Manager
Chris Wilson, Assistant City Manager
Kyle Vieth, Controller
Kurt Bovensiepe, Public Works Director
Dennis Trantham, Deputy Public Works Director
Mike Verstraete, Streets and Drains Operations Manager
Emily Frontera, Purchasing Manager

Subject: Standard Purchasing Resolution 2: Low Bidders Meeting Specifications – Street Light Maintenance

History

- The City of Troy operates and maintains 1,113 streetlight poles and light fixtures.
- The street lights attached to these poles illuminate major roads and many subdivision entrance roads, which require maintenance and repair to ensure the roads are properly illuminated.
- Streetlight poles can be damaged by accidents, requiring their full replacement.
- Historically, the City expenses 60% of the streetlight maintenance budget on labor and 40% on materials.
- The City also operates and maintains streetlights in municipal parking lots and athletic fields in City parks.
- The current contract (Resolution# 2020-12-174-J-4a) is set to expire on November 30, 2025.

Purchasing

- On October 16, 2025, a bid opening was conducted as required by the City Charter/Code to provide Street Light Maintenance for three (3) years with an option to renew for one (1) additional year.
- The bid was posted on the MITN Purchasing Group website; www.bidnetdirect.com//city-of-troy-mi. Five hundred sixty-nine (569) vendors were notified via the MITN website.
- Four (4) bid proposals were received. Below is a detailed summary of potential vendors for this bid opportunity.

Companies notified via MITN	569
Troy Companies notified via MITN	14
Troy Companies- Active email notification	14
Troy Companies- Active Free	0
Companies that viewed the bid	109
Troy Companies that viewed the bid	1

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, RFOs and Quote opportunities within the City.
Active MITN non-paying members are responsible to monitor and check the MITN website for opportunities with the City.
Inactive MITN member status can occur when a company does not renew their account upon expiration. Inactive members cannot be notified of solicitations or access any bid information.

- After reviewing the bid responses; Harlan Electric Company of Rochester Hills, MI was the low bidder meeting specifications.
- Note that Harlan Electric Company has successfully provided streetlight maintenance as per all bid specifications for the past thirteen years for the City of Troy.
- Additionally, the geographical proximity of Harlan Electric Company, which is 1.5 miles from Troy, has proven to be a value in responding to time sensitive incidents.
- Over the existing 4-year contract, the City has spent an average of \$100,000 annually for street light maintenance and installation.

Financial

Funds for this contract are budgeted in various accounts within the Streets and Drains and Parks Divisions

Recommendation

City Management recommends awarding a contract to provide three (3) year requirements of street, parking lot, and athletic field light maintenance, with an option to renew for one (1) additional year to Harlan Electric Company, of Rochester Hills, MI for an estimated total cost of \$267,064.54, at unit prices contained in the bid tabulation with all work not to exceed budgetary limitations.

Opening Date: 10/16/2025
Date Reviewed: 10/16/2025

CITY OF TROY
BID TABULATION
STREET LIGHT MAINTENANCE

ITB-COT 25-30
Page 1 of 4

VENDOR NAME:	Decima LLC	Rauhorn Electric, Inc.
CITY:	Detroit, MI	Bruce Twp., MI
CHECK NUMBER:	40810650	9453615819
CHECK AMOUNT:	\$2,500.00	\$2,500.00

PROPOSAL: FURNISH ALL LABOR, TOOLS, EQUIPMENT, TRANSPORTATION SERVICES, AND TRAFFIC CONTROLS TO PROVIDE THREE-YEAR REQUIREMENTS OF STREET, PARKING LOT, AND ATHLETIC FIELD LIGHT MAINTENANCE, WITH AN OPTION TO RENEW FOR ONE ADDITIONAL YEAR

PROPOSAL A: MAINTENANCE

ITEM	ESTIMATED QUANTITY/YEAR	DESCRIPTION	UNIT PRICE (LABOR ONLY)	TOTAL		UNIT PRICE (LABOR ONLY)	TOTAL	
1	500 Each	Replace Lamp	\$283.00	\$141,500.00		\$320.00	\$160,000.00	
2	75 Each	Replace Ballast	\$740.00	\$55,500.00		\$806.00	\$60,450.00	
3	10 Each	Replace Starter	\$585.00	\$5,850.00		\$624.00	\$6,240.00	
4	200 Each	Replace Fuse (Per pole/per electric box)	\$125.00	\$25,000.00		\$160.00	\$32,000.00	
5	100 Each	Replace Driver for LED Lights	\$380.00	\$38,000.00		\$418.00	\$41,800.00	
6	10 Each	Replace Lens	\$420.00	\$4,200.00		\$457.00	\$4,570.00	
7	50 Each	Replace Photo Cell	\$250.00	\$12,500.00		\$160.00	\$8,000.00	
8	10 Each	Replace Breakers	\$405.00	\$4,050.00		\$468.00	\$4,680.00	
9	50 Each	Tighten & Lubricate anchor bolts Horizontal Refractors, Glass washing, lamp replacement (Per pole double or single lamp)	\$420.00	\$21,000.00		\$489.00	\$24,450.00	
10	150 Each	Remove & Replace Fixture	\$1,535.00	\$230,250.00		\$1,658.00	\$248,700.00	
ESTIMATED TOTAL PROPOSAL A-LABOR:			\$537,850.00			\$590,890.00		
11	A-350 Each	400 WATT Lamp I	\$283.00	\$99,050.00		\$320.00	\$112,000.00	
	B-150 Each	250 WATT Lamp I	\$283.00	\$42,450.00		\$320.00	\$48,000.00	
12	A- 60 Each	400 WATT Ballast	\$585.00	\$35,100.00		\$624.00	\$37,440.00	
	B- 15 Each	250 WATT Ballast	\$585.00	\$8,775.00		\$624.00	\$9,360.00	
13	10 Each	Starter	\$585.00	\$5,850.00		\$624.00	\$6,240.00	
14	A-100 Each	5,10,15 AMP fuse	\$113.00	\$11,300.00		\$128.00	\$12,800.00	
	B-50 Each	30 AMP fuse	\$142.00	\$7,100.00		\$160.00	\$8,000.00	
	C-50 Each	100 AMP fuse	\$168.00	\$8,400.00		\$211.00	\$10,550.00	
15	50 Each	Photo Cell	\$140.00	\$7,000.00		\$160.00	\$8,000.00	
16	120 L.F	1 1/2" Rigid Plastic Conduit Schedule 40	\$99.00	\$11,880.00		\$111.00	\$13,320.00	
17	160 L.F	No. 8 AWG Cable Red	\$14.00	\$2,240.00		\$15.00	\$2,400.00	
18	160 L.F	No. 8 AWG Cable Black	\$14.00	\$2,240.00		\$15.00	\$2,400.00	
19	40L.F	No. 10 AWG Cable Bare	\$31.00	\$1,240.00		\$35.00	\$1,400.00	
20	1 Each	40' Wood Light Pole	\$2,800.00	\$2,800.00		\$2,897.00	\$2,897.00	
21	10 Each	40' self-weathering steel Light Pole	\$1,340.00	\$13,400.00		\$1,497.00	\$14,970.00	
22	10 Each	8 'Mastarm	\$840.00	\$8,400.00		\$971.00	\$9,710.00	
23	10 Each	15 'Mastarm	\$1,260.00	\$12,600.00		\$1,453.00	\$14,530.00	
24	10 Each	250 Watt HPS Fixture	\$1,230.00	\$12,300.00		\$1,291.00	\$12,910.00	
25	10 Each	400 Watt HPS Fixture	\$1,535.00	\$15,350.00		\$1,599.00	\$15,990.00	
ESTIMATED TOTAL PROPOSAL A- MATERIALS:			\$307,475.00			\$342,917.00		
EST'D GRAND TOTAL PROPOSAL A- LABOR AND MATERIALS:			\$845,325.00			\$933,807.00		
Additional Items, IF required:			Regular Time	Overtime	Holiday Time	Regular Time	Overtime	Holiday Time
Hourly Labor Rate per crew (crew includes 1 Journeyman Electrician, 1 Instrument Technician and Service Truck) (Estimated number of hours 100)	PRICE/HOUR/CREW		\$375.00	\$487.50	\$675.00	\$420.00	\$630.00	\$840.00
Journeyman Electrician	PRICE/HOUR/ELECTRICIAN		\$165.00	\$214.50	\$297.00	\$183.00	\$275.00	\$366.00
Hourly Rate for Backhoe	PRICE/HOUR/INCLUDING OPERATOR		\$62.00	\$80.60	\$111.60	\$50.00	\$50.00	\$50.00
Hourly Rate for Service Truck with Crane	PRICE/HOUR/INCLUDING OPERATOR		\$99.00	\$128.70	\$178.20	\$39.00	\$39.00	\$39.00
NON-CONTRACT REPLACEMENT PARTS:								
Discount (markup or mark down) on parts not listed above + or -			+ 8.0%			+ 8.0%		
Parts List/Date used:			Will provide as per demand					
OR Invoiced Price: Invoices will be supplied - Y or N			Y			Y		
Parts quoted are manufactured by:			Various Vendors			Multiple		

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CITY OF TROY
BID TABULATION
STREET LIGHT MAINTENANCE

ITB-COT 25-30
Page 2 of 4

VENDOR NAME:	Decima LLC	Rauhorn Electric, Inc.
CITY:	Detroit, MI	Bruce Twp., MI

PROPOSAL B: INSTALLATION AND REPLACEMENT

ITEM	ESTIMATED QUANTITY/YEAR	DESCRIPTION	Lump Sum Total Price for One (1)	Lump Sum Total Price for One (1)
1	1 Each	Remove existing self-weathering steel Light Pole	\$965.00	\$1,479.00
2	1 Each	Remove existing wood Light Pole	\$915.00	\$1,040.00
3	1 Each	Remove Concrete Foundations	\$1,395.00	\$1,959.00
4	1 Each	Installation of Concrete foundations	\$3,600.00	\$4,194.00
5	1 Each	Install 40' Light Ornamental Pole with mast arms - With One Luminaire	\$1,850.00	\$2,023.00
6	1 Each	Install 40' Light Ornamental Pole with mast arms - With Two Luminaries	\$2,150.00	\$2,403.00
7	1 Each	Install 40' Light wood Pole with mast arms - With One Luminaire	\$3,000.00	\$3,223.00
8	1 Each	Install 40' Light wood Pole with mast arms - With Two Luminaries	\$3,250.00	\$3,796.00
9	1 Each	New installation of 40' Street Light Pole with concrete foundation	\$4,250.00	\$4,383.00
10	1 Each	Cut & weld Street Light Base H Base for EH-409	\$800.00	\$0.00

ESTIMATED TOTAL PROPOSAL B:	\$22,175.00	\$24,500.00
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Additional Items, IF required:		Regular Time	Overtime	Holiday Time	Regular Time	Overtime	Holiday Time
Hourly Labor Rate per crew (crew includes 1 Journeyman Electrician, Technician and service truck) (Estimated number of hours 100)	PRICE/HOUR/CREW	\$375.00	\$487.50	\$675.00	\$420.00	\$630.00	\$840.00
Journeyman Electrician	PRICE/HOUR/ELECTRICIAN	\$165.00	\$214.50	\$297.00	\$183.00	\$275.00	\$366.00
Hourly Rate for Backhoe	PRICE/HOUR/INCLUDING OPERATOR	\$62.00	\$80.60	\$111.60	\$50.00	\$50.00	\$50.00
Hourly Rate for Service Truck with Crane	PRICE/HOUR/INCLUDING OPERATOR	\$99.00	\$128.70	\$178.20	\$39.00	\$39.00	\$39.00

NON-CONTRACT REPLACEMENT PARTS:

Discount (markup or mark down) on parts not listed above + or -	+ 8.0%	+ 8.0%
Parts List/Date used:	Will provide as per demand	
OR Invoiced Price: Invoices will be supplied - Y or N	Y	Y
Parts quoted are manufactured by:	Various Vendors	Multiple

ESTIMATED TOTAL PROPOSALS A & B:	\$867,500.00	\$958,307.00
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Provided Contact Information:	Y/N	Y	Y
References:	Y/N	Y	Y
% of Contract certify to be completed within the time allowable:		100%	100%
Proposed Pyt Schedule:		Net 30 days	Monthly Invoices, Net 30 Pay
Can meet Insurance:	Y/N	Y	Y
Response Time:		2 hr.	8 AM - 5 PM
Exceptions:	Y/N	None	Welding, if required will be performed by 3rd party and invoiced at cost plus 8%
Acknowledgement:	Y/N	Y	Y
Signed Addendums 1 & 2:	Y/N	Y	Y
Forms:	Y/N	Y	N

Attest:

(*Bid Opening conducted via a Zoom Meeting)

Mike Verstraete
Beth Zaccardelli
Andrew Chambliss
Nellie Bert

Emily Frontera
Purchasing Manager

CITY OF TROY
BID TABULATION
STREET LIGHT MAINTENANCE

ITB-COT 25-30
Page 3 of 4

VENDOR NAME:	Harlan Electric	RCI Electrical Contracting, Inc.
CITY:	Rochester Hills, MI	Lapeer, MI
CHECK NUMBER:	2858412	184692
CHECK AMOUNT:	\$2,500.00	\$2,500.00

PROPOSAL: FURNISH ALL LABOR, TOOLS, EQUIPMENT, TRANSPORTATION SERVICES, AND TRAFFIC CONTROLS TO PROVIDE THREE-YEAR REQUIREMENTS OF STREET, PARKING LOT, AND ATHLETIC FIELD LIGHT MAINTENANCE, WITH AN OPTION TO RENEW FOR ONE ADDITIONAL YEAR

PROPOSAL A: MAINTENANCE

ITEM	ESTIMATED QUANTITY/YEAR	DESCRIPTION	UNIT PRICE (LABOR ONLY)	TOTAL	UNIT PRICE (LABOR ONLY)	TOTAL		
1	500 Each	Replace Lamp	\$50.43	\$25,215.00	\$250.00	\$125,000.00		
2	75 Each	Replace Ballast	\$70.61	\$5,295.75	\$625.00	\$46,875.00		
3	10 Each	Replace Starter	\$70.61	\$706.10	\$312.50	\$3,125.00		
4	200 Each	Replace Fuse (Per pole/per electric box)	\$110.95	\$22,190.00	\$187.50	\$37,500.00		
5	100 Each	Replace Driver for LED Lights	\$100.87	\$10,087.00	\$375.00	\$37,500.00		
6	10 Each	Replace Lens	\$50.43	\$504.30	\$312.50	\$3,125.00		
7	50 Each	Replace Photo Cell	\$50.43	\$2,521.50	\$250.00	\$12,500.00		
8	10 Each	Replace Breakers	\$121.04	\$1,210.40	\$437.50	\$4,375.00		
9	50 Each	Tighten & Lubricate anchor bolts Horizontal Refractors, Glass washing, lamp replacement (Per pole double or single lamp)	\$70.61	\$3,530.50	\$375.00	\$18,750.00		
10	150 Each	Remove & Replace Fixture	\$221.90	\$33,285.00	\$1,500.00	\$225,000.00		
ESTIMATED TOTAL PROPOSAL A-LABOR:			\$104,545.55		\$513,750.00			
11	A-350 Each	400 WATT Lamp I	\$26.44	\$9,254.00	\$45.00	\$15,750.00		
	B-150 Each	250 WATT Lamp I	\$26.44	\$3,966.00	\$30.00	\$4,500.00		
12	A- 60 Each	400 WATT Ballast	\$158.23	\$9,493.80	\$185.00	\$11,100.00		
	B- 15 Each	250 WATT Ballast	\$163.59	\$2,453.85	\$175.00	\$2,625.00		
13	10 Each	Starter	\$152.37	\$1,523.70	obsolete			
14	A-100 Each	5,10,15 AMP fuse	\$64.16	\$6,416.00	\$30.00	\$3,000.00		
	B-50 Each	30 AMP fuse	\$56.29	\$2,814.50	\$30.00	\$1,500.00		
	C-50 Each	100 AMP fuse	\$87.82	\$4,391.00	\$70.00	\$3,500.00		
15	50 Each	Photo Cell	\$45.36	\$2,268.00	\$45.00	\$2,250.00		
16	120 L.F	1 1/2" Rigid Plastic Conduit Schedule 40	\$1.52	\$182.40	\$1.15	\$138.00		
17	160 L.F	No. 8 AWG Cable Red	\$0.71	\$113.60	\$0.80	\$128.00		
18	160 L.F	No. 8 AWG Cable Black	\$0.71	\$113.60	\$0.80	\$128.00		
19	40L.F	No. 10 AWG Cable Bare	\$0.44	\$17.60	\$1.20	\$48.00		
20	1 Each	40' Wood Light Pole	\$883.77	\$883.77	\$2,250.00	\$2,250.00		
21	10 Each	40' self-weathering steel Light Pole	\$4,917.45	\$49,174.50	\$4,450.00	\$44,500.00		
22	10 Each	8 'Mastarm	\$1,244.60	\$12,446.00	\$890.00	\$8,900.00		
23	10 Each	15 'Mastarm	\$1,634.68	\$16,346.80	\$1,100.00	\$11,000.00		
24	10 Each	250 Watt HPS Fixture	\$761.87	\$7,618.70	\$45.00	\$450.00		
25	10 Each	400 Watt HPS Fixture	\$761.87	\$7,618.70	\$30.00	\$300.00		
ESTIMATED TOTAL PROPOSAL A- MATERIALS:			\$137,096.52		\$112,067.00			
EST'D GRAND TOTAL PROPOSAL A- LABOR AND MATERIALS:			\$241,642.07		\$625,817.00			
Additional Items, IF required:			Regular Time	Overtime	Holiday Time	Regular Time	Overtime	Holiday Time
Hourly Labor Rate per crew (crew includes 1 Journeyman Electrician, 1 Instrument Technician and Service Truck) (Estimated number of hours 100)		PRICE/HOUR/CREW	\$279.27	\$390.98	\$502.70	\$335.00	\$455.00	\$575.00
Journeyman Electrician		PRICE/HOUR/ELECTRICIAN	\$145.50	\$203.68	\$261.87	\$125.00	\$187.50	\$250.00
Hourly Rate for Backhoe		PRICE/HOUR/INCLUDING OPERATOR	\$108.12	\$108.12	\$108.12	\$145.00	\$192.50	\$240.00
Hourly Rate for Service Truck with Crane		PRICE/HOUR/INCLUDING OPERATOR	\$196.87	\$255.00	\$313.12	\$246.11	\$281.67	\$317.20
NON-CONTRACT REPLACEMENT PARTS:								
Discount (markup or mark down) on parts not listed above + or -			+10.0%			+10% or -10%		
Parts List/Date used:			tbd					
OR Invoiced Price: Invoices will be supplied - Y or N						Y		
Parts quoted are manufactured by:			tbd			varies		

CITY OF TROY
BID TABULATION
STREET LIGHT MAINTENANCE

ITB-COT 25-30
Page 4 of 4

VENDOR NAME:	Harlan Electric	RCI Electrical Contracting, Inc.
CITY:	Rochester Hills, MI	Lapeer, MI

PROPOSAL B: INSTALLATION AND REPLACEMENT

ITEM	ESTIMATED QUANTITY/YEAR	DESCRIPTION	Lump Sum Total Price for One (1)	Lump Sum Total Price for One (1)
1	1 Each	Remove existing self-weathering steel Light Pole	\$1,210.39	\$850.00
2	1 Each	Remove existing wood Light Pole	\$1,210.39	\$775.00
3	1 Each	Remove Concrete Foundations	\$5,043.29	\$1,200.00
4	1 Each	Installation of Concrete foundations	\$5,652.79	\$3,500.00
5	1 Each	Install 40' Light Ornamental Pole with mast arms - With One Luminaire	\$2,017.31	\$1,550.00
6	1 Each	Install 40' Light Ornamental Pole with mast arms - With Two Luminaries	\$2,521.64	\$1,975.00
7	1 Each	Install 40' Light wood Pole with mast arms - With One Luminaire	\$1,613.85	\$2,850.00
8	1 Each	Install 40' Light wood Pole with mast arms - With Two Luminaries	\$1,916.45	\$3,350.00
9	1 Each	New installation of 40' Street Light Pole with concrete foundation	\$3,227.70	\$4,150.00
10	1 Each	Cut & weld Street Light Base H Base for EH-409	\$1,008.66	N/A

ESTIMATED TOTAL PROPOSAL B:

\$25,422.47

\$20,200.00

Additional Items, IF required:		Regular Time	Overtime	Holiday Time	Regular Time	Overtime	Holiday Time
Hourly Labor Rate per crew (crew includes 1 Journeyman Electrician, Technician and service truck) (Estimated number of hours 100)	PRICE/HOUR/CREW	\$279.27	\$390.98	\$502.70	\$335.00	\$455.00	\$575.00
Journeyman Electrician	PRICE/HOUR/ELECTRICIAN	\$145.50	\$203.68	\$261.87	\$125.00	\$187.50	\$250.00
Hourly Rate for Backhoe	PRICE/HOUR/INCLUDING OPERATOR	\$108.12	\$108.12	\$108.12	\$145.00	\$192.50	\$240.00
Hourly Rate for Service Truck with Crane	PRICE/HOUR/INCLUDING OPERATOR	\$196.87	\$255.00	\$313.12	\$246.11	\$281.67	\$317.20

NON-CONTRACT REPLACEMENT PARTS:

Discount (markup or mark down) on parts not listed above + or -	+10.0%	+10% or -10%
Parts List/Date used:	tbd	
OR Invoiced Price: Invoices will be supplied - Y or N		Y
Parts quoted are manufactured by:	tbd	varies

ESTIMATED TOTAL PROPOSALS A & B:

\$267,064.54

\$646,017.00

Provided Contact Information:	Y/N	Y	Y
References:	Y/N	Y	Y
% of Contract certify to be completed within the time allowable:		100%	100%
Proposed Pyt Schedule:		Net 30	Bill end of each month for work performed that month
Can meet Insurance:	Y/N	Y	Y
Response Time:		1 Hour	7:30 am - 4 pm
Exceptions:	Y/N	None	Welding - if required will be performed by others and invoiced accordingly
Acknowledgement:	Y/N	Y	Y
Signed Addendums 1 & 2:	Y/N	N	Missing Addendum 2
Forms:	Y/N	2 Need Notary Certification	Y



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

J.4.c.

Date: November 10, 2025

To: Frank Nastasi, City Manager

From: Bob Bruner, Deputy City Manager
Chris Wilson, Assistant City Manager
Kyle Vieth, Controller
Kurt Bovensiepe, Public Works Director
Dennis Trantham, Deputy Public Works Director
Emily Frontera, Purchasing Manager
Brian Goul, Recreation Director

Subject: Standard Purchasing Resolution 2: Low Bidder Meeting Specifications – Pool Maintenance/Repair Services and Opening/Closing of Troy Family Aquatic Center

History

- This contract is for emergency and regular maintenance/repairs needed for the Troy Family Aquatic Center and Community Center Indoor Pools, excluding pumps, which is covered on another contract.
- Facilities and Grounds assists with general maintenance and repair on the pools.
- This contract ensures that the cost of repairs and maintenance are minimal and that repairs are made in a timely manner to ensure limited closure to the public.
- B & B Pools and Spas has provided pool maintenance and repair services in the past and has provided excellent service.
- This contract will also provide for opening and closing of the Troy Family Aquatic Center.

Purchasing

On October 30, 2025, a bid opening was conducted as required by City Charter and Code to Provide Two (2) Year Requirements and Furnish All Labor, Tools, Material, Equipment, and Supervision to Perform Service/Maintenance and Repair on the City of Troy Outdoor and Indoor Pools, and Mechanical Systems, excluding pumps, and Open and Close the Outdoor Pool Seasonally with Two (2) – One Year Renewal Options. The bid was posted on the MITN Purchasing Group website; www.bidnetdirect.com//city-of-troy-mi. Two hundred and fifty vendors were notified via the MITN system; three (3) bid responses were received. Below is a detailed summary of potential vendors for this bid opportunity:

Companies notified via MITN	250	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, RFOs and Quote opportunities within the City. Active MITN non-paying members are responsible to monitor and check the MITN website for opportunities 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.
Troy Companies notified via MITN	5	
Troy Companies- Active email notification	5	
Troy Companies- Active Free	0	
Companies that viewed the bid	15	
Troy Companies that viewed the bid	0	

After reviewing the bid proposals, *B & B Pools and Spas of Livonia, MI* was the low bidder meeting specifications and is being recommended to provide maintenance and repair services at the City of Troy outdoor and indoor pools, and the opening and closing of the Troy Family Aquatic Center Pool for two (2) years with two (2), one-year renewal options.

Financial

The funds for these purchases are available in the Troy Family Aquatic Center and Community Center Contractual Services Accounts and Operating Accounts.

Recommendation

City management recommends awarding a contract to provide maintenance and repair services, and opening and closing of the Troy Family Aquatic Center pool for two (2) years at the City of Troy outdoor and indoor pools (excluding pumps), with two (2), one-year renewal options to the overall low bidder meeting specifications, *B & B Pools and Spas of Livonia, MI* for an estimated annual cost of \$50,000, at prices contained in the bid tabulation dated October, 30, 2025.

BID TABULATION
CITY OF TROY
POOL MAINTENANCE AND REPAIRS

Vendor Name:	B&B Pools and Spas	USA Management LLC	Pool Group LLC dba Pool Scouts of Detroit
	Livonia, MI	Cumming, GA	Dearborn, MI

PROPOSAL: To Provide Two (2) Year Requirements and Furnish All Labor, Tools, Material, Equipment, and Supervision to Perform Service/Maintenance and Repair on the City of Troy Outdoor and Indoor Pools, and Mechanical Systems, excluding pumps, and Open and Close the Outdoor Pool Seasonally with Two (2) – One Year Renewal Options

PROPOSAL 1 - CITY OF TROY POOLS MAINTENANCE AND REPAIR EXCLUDING PUMPS

Item	Description	Cost	Cost	Cost
1	Repair Service in accordance with specifications:			
	Regular Time: Per Hour Per Man x 2 Man Crew	\$150.00	\$218.00	\$199.00
	<u>Non-Emergency Response Time:</u> Within 24 hours after a telephone request for service. Estimated Number of Hours - 60			
2	Emergency Repairs in accordance with specifications:			
	Regular Time: Per Hour Per Man	\$105.00	\$220.00	\$265.00
	Overtime: Per Hour Per Man	\$157.50	\$220.00	\$265.00
	Holiday Time: Per Hour Per Man	Not Specified	\$220.00	\$325.00
	Typical Crew Size: 2 Men; <u>Emergency Response Time:</u> Within 4 Hours after a telephone request for service.			
3	Travel Time: The City will pay a maximum of 1/2 hour of travel time for ANY repair call. <u>Note:</u> if a second repair is necessary to complete a repair, only a 1/2 hour of travel time will be paid.			
	Complete Travel Cost for Repair Call	\$125.00	\$150.00	\$65.00
4	Repair Parts			
	A discount of _____ will be given on all parts.	Not Specified	10%	0%
	Price parts list:	Not Specified	Not Specified	MSRP \$ dated 2026
	Markup or Markdown %	20%	Not Specified	+25%

PROPOSAL 2 - OPENING AND CLOSING OF TROY FAMILY AQUATIC CENTER (OUTDOOR POOL) SEASONALLY

1	Opening of Pool by May 10th of each Year (Total Price)	\$7,150.00	\$12,500.00	\$35,000.00
2	Closing of Pool by October 15th of each Year (Total Price)	\$3,520.00	\$6,400.00	\$15,000.00
PROPOSAL 2 TOTAL:		\$10,670.00	\$18,900.00	\$50,000.00

Site Inspection:	Y or N	Y	N	N
Contact Provided:	Y or N	Y	Y	Y
References:	Y or N	Y	Y	Y
Insurance Met:	Y or N	Y	Y	Y
Payment Terms:		30 Days	Net 30	30 Net
Warranty:		Varies	Varies on part	Manufacturer
Response Time:		ASAP	1-24 hours	Calls - 24 hrs Service - 4-6 hours
Exceptions:	Y or N	None	None	None
Acknowledgement:	Y or N	Y	Y	Y
Forms:	Y or N	Y	Y	2 Missing Notary Seals

Low Bidder Meeting Specifications

ATTEST:

(*Bid Opening conducted via a Zoom Meeting)

Morgan Thrasher
Ihab Jumaah
Andrew Chambliss
Nellie Bert
Stephanie Kerr

Emily Frontera
Purchasing Manager



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

J.4.d.

Date: November 10, 2025

To: Frank Nastasi, City Manager

From: Bob Bruner, Deputy City Manager
Chris Wilson, Assistant City Manager
Kyle Vieth, Controller
Emily Frontera, Purchasing Manager
Joshua Jones, Police Chief

Subject: Standard Purchasing Resolution 5: Approval to Expend Budgeted Funds – Avondale Youth Assistance

History

The Avondale Youth Assistance provides diversion programs and community services to the residents in the City of Troy.

Funding requirements were previously approved by City Council Resolution #2024-10-147-J-4c, Resolution #2023-09-139-J-4e, Resolution #2022-10-153-J-4f, Resolution #2021-12-192-J-4b, Resolution #2020-10-153-J-4f, Resolution #2019-08-093-J-4c, Resolution #2018-09-137-4f, Resolution #2017-11-179-J-4a, Resolution #2016-09-168-J-4b, Resolution #2015-09-132-J-4a, Resolution #2010-10-214-J-4a, Resolution #2009-08-231-F-4b, Resolution #2008-09-305, Resolution #2007-04-120, Resolution #2006-09-356, Resolution #2005-10-458, Resolution #2004-07-354, Resolution #2003-09-467, and Resolution #2002-07-424.

Financial

The Police Department's Police Administration Contractual Services – Avondale Youth Assistance account has been designated for the funding of this program.

Recommendation

The Police Department requests approval to provide funding for the AVONDALE YOUTH ASSISTANCE in the amount of \$2,500.00 for the 2025/2026 fiscal year and it is recommended that the Agreement between the City of Troy and Avondale Youth Assistance Youth Assistance be approved as written.

AGREEMENT BETWEEN THE CITY OF TROY AND AVONDALE YOUTH ASSISTANCE

This Agreement, by and between the City of Troy, 500 West Big Beaver Road, Troy, Michigan 48084 (hereinafter referred to as the "CITY"), and the Avondale Youth Assistance, 1435 West Auburn Road, Rochester Hills, Michigan 48309, a Michigan non-profit organization, (hereinafter referred to as "AYA"),

RECITALS

WHEREAS, the CITY desires to provide for a problem-solving service for youth and parents through individual, group, and family counseling to enable those served to cope with problems adversely affecting the ability of the youth to make optimal use of their world, i.e. social adjustment, work adjustment; and to provide free, on-site and off-site service for youth, especially those who cannot afford private services; and

WHEREAS, the CITY desires to provide youth residents of the City an opportunity to participate in the AYA program; and

WHEREAS, the general purpose of the AYA is to provide opportunities for mental, social and physical growth and development of youth; and

NOW, THEREFORE, in consideration of the above in meeting the needs of the youth of the CITY, and in consideration of the promises and mutual covenants hereinafter contained, the Parties agree as follows:

RESPONSIBILITIES OF AYA

1. General Project Summary: A general description of the community services to be provided by AYA is as follows:
 - A. A mental health worker, a licensed social worker, psychologist, or counselor, on staff at AYA shall be available to the youths of the community who are having difficulty in their personal and social adjustments. This person will work with youths, parents, schools and other community organizations, consistent with their professional training and licensing, in helping the youth grow towards a more satisfactory adjustment. The worker will act as a liaison for the youth, agencies, and family.
 - B. AYA shall also offer programs to resident youth which are designed to further the social and emotional needs of the youth.
 - C. AYA will continue to provide service at the current level or greater.

2. Program Description: A detailed description of each program offered will be provided to the CITY, will be maintained on file at AYA, and will be available for inspection by the CITY on request.
3. Location of Facility: AYA shall provide an office or treatment facility within a reasonable distance from the CITY. The CITY shall be notified immediately of any relocation or planned relocation of the facility.
4. Service Documentation: AYA shall provide an annual report which may be in the form of minutes from monthly AYA Board of Directors meetings to Police Administration including but not limited to the following information:
 - A. Data regarding AYA's operation, including but not limited to, the number of persons serviced by AYA programs, attendance records for counseling and programs, duration of programs, etc.
 - B. Types of cases treated and referral source(s).
 - C. All community and special projects undertaken by AYA.
 - D. Other information that the CITY may deem necessary without jeopardizing the confidentiality of the AYA clientele.
5. Fiscal Requirements: AYA shall maintain an accounting system to identify and support all expenditures, i.e., all income and expenses for which services are provided under this Agreement. The accounting system, at a minimum, shall consist of a chart of accounts, cash receipts journal, cash disbursements journal, and general ledger. All expenditures and income must be supported by vouchers and receipts that detail the reason for the transaction.

AYA shall submit to the CITY a copy of its annual budget for any fiscal year which falls within the twelve-month period covered by this Agreement. These budgets shall show the AYA budget, total expenditures, and expenditures funded and claimed to other funding sources.

AYA shall provide to the CITY a quarterly financial statement which may be in the form of Monthly Treasurer Reports as submitted to the AYA Board of Directors in October, January, April and July, including total income and expenditures for the previous three (3) months.

AYA agrees to retain at its costs all books, records or other documents relevant to this Agreement for six years after final payment.

6. Review of Programs by the City: Upon request, AYA will review with the CITY staff the programs funded by this Agreement to determine if there are appropriate educational guidance and counseling activities which may be utilized by the youth.
7. Confidentiality: The use or disclosure of information concerning applicants for services or recipients of services, obtained in connection with the performance of the Agreement, shall be restricted to purposes directly connected with the administration of the programs implemented by this Agreement and must be consistent with all statutory requirements.
8. Subcontracts: AYA shall not assign this Agreement or enter into any subcontracts for services under this Agreement without obtaining prior written approval of the CITY.
9. Indemnify and Hold Harmless: AYA shall indemnify, save and hold harmless the CITY, its employees, officers, and agents, and affiliated entities from any losses, damages, judgments, claims, expenses, costs, and liabilities, including attorney fees, interest and legal expenses, which may arise from or be caused directly or indirectly by any act or omission of AYA or its officers, directors, employees, agents or volunteers.
10. Insurance: AYA shall present to the CITY documentation that is satisfactory to the CITY that indicates that AYA is covered under a policy of insurance or self-insurance with Oakland County, Michigan.

RESPONSIBILITIES OF CITY

The CITY hereby agrees to pay to AYA an amount not to exceed \$2,500.00 for services performed under this Agreement. Full payment shall be made in December, 2025.

Obligations incurred by AYA prior to or after the period covered by this Agreement shall be excluded.

MUTUAL COVENANTS

1. Cancellation of Agreement: If the CITY determines that AYA fails to comply with the conditions of this Agreement, or to fulfill its responsibility as indicated in the Agreement, or the CITY determines that the methods and techniques being utilized in accomplishing the goals of this Agreement are not acceptable or compatible with the CITY's policy, then the CITY reserves the right to cancel this Agreement by giving thirty (30) days written notice to AYA. If there is a termination or if AYA becomes defunct, AYA will reimburse the CITY for all pre-payments based on the date of termination.

2. Employees of AYA: Representatives, employees and volunteers of AYA shall not be deemed to be employees or agents of the CITY for any purposes solely because of their participation with AYA.
3. Independent Contractors: AYA is an independent contractor, and its agents, employees, or servants are responsible for its own conduct. This Agreement is not a joint venture for the profit of either Party.
4. Compliance with Laws: AYA shall be responsible for compliance with all Federal, State and City laws or ordinances. Any violation of the law or ordinance results in material breach of the Agreement.
5. Notices: Whenever under this Agreement provision is made for notice of any kind, unless otherwise herein expressly provided, it shall be in writing and shall be served personally or sent by registered or certified mail with postage prepaid, to the addresses stated below, or such other address as either of the Parties may subsequently designate in writing by notice to the other Party in the manner required hereunder:

Notice to City: Aileen Dickson, City Clerk
 City of Troy
 500 West Big Beaver Road
 Troy, Michigan 48084

Notice to AYA: Sarah L. Owens
 Administrative Assistant
 Avondale Youth Assistance
 1435 West Auburn Road
 Rochester Hills, MI 48309

6. Entire Agreement: This Agreement constitutes the entire Agreement between AYA and the CITY with respect to the subject matter hereof; and there are no other further written or oral understandings or agreements with respect hereto.
7. Modification: No variation or modification of this Agreement and no waiver of its provisions shall be valid unless in writing and signed by the Parties.
8. Terms of Agreement: This Agreement shall become effective for the City of Troy's 2025/2026 fiscal year unless terminated under the provisions set forth in this Agreement.

IN WITNESS WHEREOF, the CITY and AYA have caused this Agreement to be executed by their respective authorized officers.

WITNESS:

CITY OF TROY

Ethan D. Baker, Mayor

Date

City Clerk

Date

WITNESS:

AVONDALE YOUTH ASSISTANCE

Michael Kazyak, Chairperson

Date



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

J.4.e.

Date: November 10, 2025

To: Frank Nastasi, City Manager

From: Bob Bruner, Deputy City Manager
Chris Wilson, Assistant City Manager
Kyle Vieth, Controller
Emily Frontera, Purchasing Manager
Joshua Jones, Police Chief

Subject: Standard Purchasing Resolution 5: Approval to Expend Budgeted Funds – Haven, Inc.

History

Haven, Inc. provides crisis intervention, shelter, advocacy, and counseling to the residents in the City of Troy.

Funding requirements were previously approved by City Council Resolution #2024-10-147-J-4d, Resolution #2023-09-139-J-4f, Resolution #2022-10-153-J-4g, Resolution #2021-12-192-J-4d, Resolution #2020-10-153-J-4g, Resolution #2019-08-093-J-4d, Resolution #2010-10-214-J4a(3), Resolution #2009-08-231-F-4e, Resolution #2008-09-305, Resolution #2007-09-269, Resolution #2006-09-356, Resolution #2005-10-458, and Resolution #2004-11-576.

Financial

The Police Department's Police Administration Contractual Services – Haven, Inc. account has been designated for the funding of this program.

Recommendation

The Police Department requests approval to provide funding for HAVEN, INC. in the amount of \$2,500.00 for the 2025/2026 fiscal year and it is recommended that the Agreement between the City of Troy and Haven, Inc. be approved as written.

AGREEMENT BETWEEN THE CITY OF TROY AND HAVEN, INC.

This Agreement, by and between the City of Troy, 500 West Big Beaver Road, Troy, Michigan 48084 (hereinafter referred to as the "CITY"), and Haven, Inc., 801 Van Guard Road, Pontiac, Michigan 48341, a Michigan non-profit corporation, (hereinafter referred to as "HAVEN"),

RECITALS

WHEREAS, the CITY desires to provide crisis intervention, shelter, advocacy, individual, group and family counseling for victims of domestic violence, sexual assault and child abuse; and to further provide for counseling to the perpetrators of domestic violence in an attempt to prevent further violence from occurring; and

WHEREAS, the general purpose of the HAVEN is to provide available shelter to citizens who are forced to escape from the home where violence occurs; and to provide ongoing counseling to help heal the damage caused by these terrible crimes; and

WHEREAS, HAVEN also provides a 24-hour crisis line for immediate assistance for the citizens of the CITY,

NOW, THEREFORE, in consideration of the above in meeting the needs of the citizens of the CITY, and in consideration of the promises and mutual covenants hereinafter contained, the Parties agree as follows:

RESPONSIBILITIES OF HAVEN

1. **General Project Summary:** A general description of the community services to be provided by HAVEN is as follows:
 - A. A mental health worker, a licensed social worker, psychologist, or counselor on staff at HAVEN or available for consultation to HAVEN, shall supervise all activities ongoing under the HAVEN program consisting of, but not limited to, crisis intervention, shelter, advocacy, individual, group and family counseling for victims of domestic violence, sexual assault and child abuse. HAVEN shall also maintain a 24-hour crisis line to provide immediate assistance to the citizens of the City and others who need such assistance.
 - B. Other project responsibilities include, but are not limited to, counseling for the perpetrators of domestic violence in an attempt to prevent further violence from occurring.
 - C. HAVEN will continue to provide service at the current level or greater.

2. Program Description: A detailed description of each program offered will be maintained on file at HAVEN and will be available for inspection by the CITY on request.
3. Location of Facility: HAVEN shall provide an office and/or treatment facility at 801 Van Guard Road, Pontiac, Michigan 48341. The CITY shall be notified immediately of any relocation or planned relocation of the facility. HAVEN shall maintain "safe houses" in the area for use by its citizens and that the locations of those "safe house" shall remain confidential for the protections of the residents.
4. Service Documentation: HAVEN shall provide an annual report which may be in the form of minutes from monthly HAVEN Board of Directors meetings to Police Administration including but not limited to the following information:
 - A. Data regarding HAVEN's operation, including but not limited to, the number of persons serviced by HAVEN programs, attendance records for counseling and programs, duration of programs, etc.
 - B. Types of cases treated and referral source(s).
 - C. All community and special projects undertaken by HAVEN.
 - D. Other information that the CITY may deem necessary without jeopardizing the confidentiality of the HAVEN clientele.
5. Fiscal Requirements: HAVEN shall maintain an accounting system to identify and support all expenditures, i.e., all income and expenses for which services are provided under this Agreement. The accounting system, at a minimum, shall consist of a chart of accounts, cash receipts journal, cash disbursements journal, and general ledger. All expenditures and income must be supported by vouchers and receipts that detail the reason for the transaction.

HAVEN shall submit to the CITY a copy of its annual budget for any fiscal year, which falls within the twelve-month period covered by this Agreement. These budgets shall show the HAVEN budget, total expenditures, and expenditures funded and claimed to other funding sources.

HAVEN shall provide to the CITY a quarterly financial statement which may be in the form of Monthly Treasurer Reports as submitted to the HAVEN Board of Directors in October, January, April and July, including total income and expenditures for the previous three (3) months.

HAVEN agrees to retain at its costs all books, records or other documents relevant to this Agreement for six years after final payment.

6. Review of Programs by the City: Upon request, HAVEN will review with the CITY staff the programs funded by this Agreement to determine if there are appropriate shelter and counseling activities which may be utilized by citizens.
7. Confidentiality: The use or disclosure of information concerning applicants for services or recipients of services, obtained in connection with the performance of the Agreement, shall be restricted to purposes directly connected with the administration of the programs implemented by this Agreement and must be consistent with all statutory requirements.
8. Subcontracts: HAVEN shall not assign this Agreement or enter into any subcontracts for services under this Agreement without obtaining prior written approval of the CITY.
9. Indemnify and Hold Harmless: HAVEN shall indemnify, defend, pay on behalf of, save and hold harmless the CITY, its elected and appointed officials, employees, volunteers, officers, agents, and affiliated entities against and from any losses, damages, judgments, claims, demands, suits, expenses, costs, and liabilities, personal injury or death and/or property damage, including attorney fees, interest and legal expenses, which may arise from or be caused directly or indirectly by any act or omission of HAVEN or its officers, directors, employees, agents or volunteers.
10. Insurance: HAVEN shall present to the CITY documentation that is satisfactory to the CITY that indicates that HAVEN is covered under a policy of insurance or self-insurance which is satisfactory to the CITY and which names the City as an additional insured.
11. Discrimination prohibited: HAVEN shall not discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, on a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, or marital status pursuant to the Elliot Larsen Civil Rights Act, 1976, P.A. 453. HAVEN shall comply with the provisions of the Michigan Handicappers Civil Rights Act, 1976, P.A. 220 and the Federal Rehabilitations Act of 1973, P.A. 93-112, 87 Stat. 394, which requires that no employee or client or otherwise, qualified handicapped individual shall, solely by reason of his handicap, be excluded from participation, be denied the benefits of or be subjected to, discrimination under any program or activity receiving Federal assistance. No person shall, on the grounds of race, creed, color, sex, age, national origin, height, weight, handicap, or marital status, be excluded from participation in, be denied the proceeds of,

or be subject to discrimination in the performance of this contract. HAVEN shall comply with all applicable regulations promulgated pursuant to the Civil Rights Act of 1964, as amended.

12. Prohibition of Political and Religious Activity: There shall be no religious worship, instruction, or proselytization as part of, or in connection with the performance of this Agreement. None of the funds, materials, property or services under this Agreement shall be used in the performance of services under this Agreement for any partisan political activity, including lobbying, as specified in Federal Circular A-122, Cost Principles for Non-profit Organizations – lobbying revisions, or to further the election, defeat, recall, impeachment, appointment or dismissal of any candidate for or from any public office.

RESPONSIBILITIES OF CITY

The CITY hereby agrees to pay to HAVEN an amount not to exceed \$2,500.00 for services performed under this Agreement. Full payment shall be made in December, 2025.

Obligations incurred by HAVEN prior to or after the period covered by this Agreement shall be excluded.

MUTUAL COVENANTS

1. Cancellation of Agreement: If the CITY determines that HAVEN fails or has failed to comply with the conditions of this Agreement, or to fulfill its responsibility as indicated in the Agreement, or the CITY determines that the methods and techniques being utilized in accomplishing the goals of this Agreement are not acceptable or compatible with the CITY's policy, then the CITY reserves the right to cancel this Agreement by giving thirty (30) days written notice to HAVEN. If there is a termination or if HAVEN becomes defunct, HAVEN will reimburse the CITY for all pre-payments based on the date of termination.
2. Employees of HAVEN: Representatives, employees and volunteers of HAVEN shall not be deemed to be employees or agents of the CITY for any purposes solely because of their participation with HAVEN.
3. Independent Contractors: HAVEN is an independent contractor, and its agents, employees, or servants are responsible for its own conduct. This Agreement is not a joint venture for the profit of either party.
4. Compliance with Laws: HAVEN shall be responsible for compliance with all Federal, State and City laws or ordinances. Any violation of the law or ordinance results in material breach of the Agreement.

5. Notices: Whenever under this Agreement provision is made for notice of any kind, unless otherwise herein expressly provided, it shall be in writing and shall be served personally or sent by registered or certified mail with postage prepaid, to the addresses stated below, or such other address as either of the Parties may subsequently designate in writing by notice to the other Party in the manner required hereunder:

Notice to City: Aileen Dickson, City Clerk
City of Troy
500 West Big Beaver Road
Troy, Michigan 48084

Notice to Haven: Christine Kinal, President / CEO
Haven, Inc.
801 Van Guard Road
Pontiac, Michigan 48341

6. Entire Agreement: This Agreement constitutes the entire Agreement between HAVEN and the CITY with respect to the subject matter hereof; and there are no other further written or oral understandings or agreements with respect hereto.
7. Modification: No variation or modification of this Agreement and no waiver of its provisions shall be valid unless in writing and signed by the parties.
8. Terms of Agreement: This Agreement shall become effective for the City of Troy's 2025/2026 fiscal year unless terminated under the provisions set forth in this Agreement.

IN WITNESS WHEREOF, the CITY and HAVEN have caused this Agreement to be executed by their respective authorized officers.

WITNESS:

CITY OF TROY

Ethan D. Baker, Mayor

Date

City Clerk

Date

WITNESS:

HAVEN, INC.

Christine Kinal, President / CEO

Date



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

J.4.f.

Date: November 10, 2025

To: Frank Nastasi, City Manager

From: Bob Bruner, Deputy City Manager
Chris Wilson, Assistant City Manager
Kyle Vieth, Controller
Emily Frontera, Purchasing Manager
Joshua Jones, Police Chief

Subject: Standard Purchasing Resolution 5: Approval to Expend Budgeted Funds – Troy Community Coalition

History

The Troy Community Coalition provides community services to prevent drug and alcohol abuse.

Funding requirements were previously approved by City Council Resolution #2024-10-147-J-4e, Resolution #2023-09-139-J-4g, Resolution #2022-10-153-J-4h, Resolution #2021-12-192-J-4a, Resolution #2020-10-153-J-4e, Resolution #2019-08-093-J-4a, Resolution # 2018-11-179-J-4b, Resolution #2017-11-179-J-4c, Resolution #2016-09-168-J-4c, Resolution #2015-09-132-J-4c; Resolution #2014-09-123-J-4e, Resolution #2010-10-214-J-4a, Resolution #2009-08-231-F-4d, Resolution #2008-09-305-F-4e, Resolution #2007-08-233, Resolution #2006-08-342, Resolution #2005-09-416, Resolution #2004-09-454, Resolution #2003-09-474, Resolution #2002-07-427, and Resolution #2001-09-449.

Financial

The Police Department's Police Administration Contractual Services – Troy Community Coalition account has been designated for the funding of this program.

Recommendation

The Police Department requests approval to provide funding for the TROY COMMUNITY COALITION in the amount of \$35,000.00 for the 2025/2026 fiscal year and it is recommended that the Agreement between the City of Troy and Troy Community Coalition be approved as written.

AGREEMENT BETWEEN THE CITY OF TROY AND TROY COMMUNITY COALITION

This Agreement, by and between the City of Troy, 500 West Big Beaver Road, Troy, Michigan 48084 (hereinafter referred to as the "CITY"), and the Troy Community Coalition, 4420 Livernois, Troy, Michigan 48098, a Michigan non-profit organization, (hereinafter referred to as "TCC"),

RECITALS

WHEREAS, the CITY desires to provide for a problem-solving service in an effort to prevent drug and alcohol abuse and to promote a healthy lifestyle through on-site and off-site educational and prevention programs and/or initiatives and activities that improve the quality of life for all who live or work in Troy; and

WHEREAS, the CITY desires to provide individuals with an opportunity to participate in the TCC program; and

WHEREAS, the general purpose of the TCC is to provide opportunities for mental, social and physical growth and development of individuals to prevent drug and alcohol abuse and to cope with their environment; and

NOW, THEREFORE, in consideration of the above in meeting the needs of residents of the CITY, and in consideration of the promises and mutual covenants hereinafter contained, the Parties agree as follows:

RESPONSIBILITIES OF TCC

1. **General Project Summary:** A general description of the community services to be provided by TCC is as follows:
 - A. Qualified staff of TCC shall offer and present educational and prevention programs and/or initiatives and activities to individuals, groups and families of the community, especially, but not limited to, those who are at risk for drug and alcohol abuse or who are underserved. The staff will work with individuals, youths, parents, schools and other community organizations, consistent with their professional training and licensing, to present such educational and prevention programs and/or initiatives and activities to further personal growth and development.
 - B. TCC shall offer programs to individuals which are designed to further the social and emotional needs of the individuals and to prevent drug and alcohol abuse.

C. TCC will continue to provide service at the current level or greater.

2. Program Description: A detailed description of each educational program and/or initiative and activity offered will be provided to the CITY, will be maintained on file at TCC, and will be available for inspection by the CITY on request.
3. Location of Facility: TCC shall provide an office or facility within the CITY. Currently, that facility is located at 4420 Livernois, Troy, Michigan 48098. The CITY shall be notified immediately of any relocation or planned relocation of the facility.
4. Service Documentation: TCC shall provide an annual report which may be in the form of minutes from monthly TCC Board of Directors meetings to Police Administration including but not limited to the following information:
 - A. Data regarding TCC's operation, including but not limited to, the number of persons serviced by TCC programs, attendance records for programs, duration of programs, etc.
 - B. All community and special projects undertaken by TCC.
 - C. Other information that the CITY may deem necessary without jeopardizing the confidentiality of the TCC clientele.
5. Fiscal Requirements: TCC shall maintain an accounting system to identify and support all expenditures, i.e., all income and expenses for which services are provided under this Agreement. The accounting system, at a minimum, shall consist of a chart of accounts, cash receipts journal, cash disbursements journal, and general ledger. All expenditures and income must be supported by vouchers and receipts that detail the reason for the transaction.

TCC shall submit to the CITY a copy of its annual budget for any fiscal year which falls within the twelve-month period covered by this Agreement. These budgets shall show the TCC budget, total expenditures, and expenditures funded and claimed to other funding sources.

TCC shall provide to the CITY a quarterly financial statement which may be in the form of Monthly Treasurer Reports as submitted to the TCC Board of Directors in October, January, April and July, including total income and expenditures for the previous three (3) months.

TCC agrees to retain at its costs all books, records or other documents relevant to this Agreement for six years after final payment.

6. Review of Programs by the City: Upon request, TCC will review with the CITY staff the programs funded by this Agreement to determine if there are appropriate educational programs and/or initiatives and activities which may be utilized by individuals, groups or families within the community.
7. Confidentiality: The use or disclosure of information concerning users of educational programs and/or initiatives and activities shall be restricted to purposes directly connected with the administration of the programs implemented by this Agreement and must be consistent with all statutory requirements.
8. Subcontracts: TCC shall not assign this Agreement or enter into any subcontracts for services under this Agreement without obtaining prior written approval of the CITY.
9. Indemnify and Hold Harmless: TCC shall indemnify, save and hold harmless the CITY, its employees, officers, and agents, and affiliated entities from any losses, damages, judgments, claims, expenses, costs, and liabilities, including attorney fees, interest and legal expenses, which may arise from or be caused directly or indirectly by any act or omission of TCC or its officers, directors, employees, agents or volunteers.
10. Insurance: TCC shall present to the CITY documentation that is satisfactory to the CITY that indicates that TCC is covered under a policy of insurance or self-insurance.

RESPONSIBILITIES OF CITY

The CITY hereby agrees to pay to TCC an amount not to exceed \$35,000 for services performed under this Agreement. Full payment shall be made in December, 2025.

Obligations incurred by TCC prior to or after the period covered by this Agreement shall be excluded.

MUTUAL COVENANTS

1. Cancellation of Agreement: If the CITY determines that TCC fails to comply with the conditions of this Agreement, or to fulfill its responsibility as indicated in the Agreement, or the CITY determines that the methods and techniques being utilized in accomplishing the goals of this Agreement are not acceptable or compatible with the CITY's policy, then the CITY reserves the right to cancel this Agreement by giving thirty (30) days written notice to TCC. If there is a termination or if TCC becomes defunct, TCC will reimburse the CITY for all pre-payments based on the date of termination.

2. Employees of TCC: Representatives, employees and volunteers of TCC shall not be deemed to be employees or agents of the CITY for any purposes solely because of their participation with TCC.
3. Independent Contractors: TCC is an independent contractor, and its agents, employees, or servants are responsible for its own conduct. This Agreement is not a joint venture for the profit of either Party.
4. Compliance with Laws: TCC shall be responsible for compliance with all Federal, State and City laws or ordinances. Any violation of the law or ordinance results in material breach of the Agreement.
5. Notices: Whenever under this Agreement provision is made for notice of any kind, unless otherwise herein expressly provided, it shall be in writing and shall be served personally or sent by registered or certified mail with postage prepaid, to the addresses stated below, or such other address as either of the Parties may subsequently designate in writing by notice to the other Party in the manner required hereunder:

Notice to City: Aileen Dickson, City Clerk
 City of Troy
 500 West Big Beaver Road
 Troy, Michigan 48084

Notice to TCC: Abigail Tyner
 Troy Community Coalition
 4420 Livernois
 Troy, Michigan 48098

6. Entire Agreement: This Agreement constitutes the entire Agreement between TCC and the CITY with respect to the subject matter hereof; and there are no other further written or oral understandings or agreements with respect hereto.
7. Modification: No variation or modification of this Agreement and no waiver of its provisions shall be valid unless in writing and signed by the Parties.
8. Terms of Agreement: This Agreement is effective for the City of Troy's 2025/2026 fiscal year unless terminated under the provisions set forth in this Agreement.

IN WITNESS WHEREOF, the CITY and TCC have caused this Agreement to be executed by their respective authorized officers.

WITNESS:

CITY OF TROY

Ethan D. Baker, Mayor

Date

City Clerk

Date

WITNESS:

TROY COMMUNITY COALITION

Abigail Tyner, Executive Director

Date



500 West Big Beaver
Troy, MI 48084
troy.mi.gov

CITY COUNCIL AGENDA ITEM

J.4.g.

Date: November 10, 2025

To: Frank Nastasi, City Manager

From: Bob Bruner, Deputy City Manager
Chris Wilson, Assistant City Manager
Kyle Vieth, Controller
Emily Frontera, Purchasing Manager
Joshua Jones, Police Chief

Subject: Standard Purchasing Resolution 5: Approval to Expend Budgeted Funds – Troy Youth Assistance

History

The Troy Youth Assistance provides diversion programs and community services to the residents in the City of Troy.

Funding requirements were previously approved by City Council Resolution #2024-10-147-J-4f, Resolution #2023-09-139-J-4h, Resolution #2022-10-153-J-4e, Resolution #2021-12-192-J-4c, Resolution #2020-10-153-J-4h, Resolution #2019-08-093-J-4b, Resolution #2018-09-137-J-4d, Resolution #2017-11-179-J-4b, Resolution #2016-09-168-J-4d, Resolution #2015-09-132-J-4b; Resolution #2014-09-123-J-4e, Resolution #2010-10-214-J-4a, Resolution #2009-08-232, Resolution #2008-09-306, Resolution #2007-09-270, Resolution #2006-08-342, Resolution #2005-10-459, Resolution #2004-07-354, Resolution #2003-10-529, Resolution #2002-07-424, and Resolution #2001-07-373.

Financial

Funds are budgeted and available in the Police Department's Operating budget for the 2025/2026 fiscal year.

Recommendation

The Police Department requests approval to provide funding for the TROY YOUTH ASSISTANCE in the amount of \$15,000.00 for the 2025/2026 fiscal year and it is recommended that the Agreement between the City of Troy and Troy Youth Assistance be approved as written.

AGREEMENT BETWEEN THE CITY OF TROY AND TROY YOUTH ASSISTANCE

This Agreement, by and between the City of Troy, 500 West Big Beaver Road, Troy, Michigan 48084 (hereinafter referred to as the "CITY"), and the Troy Youth Assistance, 4420 Livernois, Troy, Michigan 48098, a Michigan non-profit organization, (hereinafter referred to as "TYA"),

RECITALS

WHEREAS, the CITY desires to provide for a problem-solving service for youth and parents through individual, group, and family counseling to enable those served to cope with problems adversely affecting the ability of the youth to make optimal use of their world, i.e. social adjustment, work adjustment; and to provide free, on-site and off-site service for youth, especially those who cannot afford private services; and

WHEREAS, the CITY desires to provide youth residents of the City an opportunity to participate in the TYA program; and

WHEREAS, the general purpose of the TYA is to provide opportunities for mental, social and physical growth and development of youth; and

NOW, THEREFORE, in consideration of the above in meeting the needs of the youth of the CITY, and in consideration of the promises and mutual covenants hereinafter contained, the Parties agree as follows:

RESPONSIBILITIES OF TYA

1. **General Project Summary:** A general description of the community services to be provided by TYA is as follows:
 - A. A mental health worker, a licensed social worker, psychologist, or counselor, on staff at TYA shall be available to the youths of the community who are having difficulty in their personal and social adjustments. This person will work with youths, parents, schools and other community organizations, consistent with their professional training and licensing, in helping the youth grow towards a more satisfactory adjustment. The worker will act as a liaison for the youth, agencies, and family.
 - B. TYA shall also offer programs to resident youth which are designed to further the social and emotional needs of the youth.
 - C. TYA will continue to provide service at the current level or greater.

2. Program Description: A detailed description of each program offered will be provided to the CITY, will be maintained on file at TYA, and will be available for inspection by the CITY on request.
3. Location of Facility: TYA shall provide an office or treatment facility within the CITY. Currently, that facility is located at 4420 Livernois, Troy, Michigan 48098. The CITY shall be notified immediately of any relocation or planned relocation of the facility.
4. Service Documentation: TYA shall provide an annual report which may be in the form of minutes from monthly TYA Board of Directors meetings to Police Administration including but not limited to the following information:
 - A. Data regarding TYA's operation, including but not limited to, the number of persons serviced by TYA programs, attendance records for counseling and programs, duration of programs, etc.
 - B. Types of cases treated and referral source(s).
 - C. All community and special projects undertaken by TYA.
 - D. Other information that the CITY may deem necessary without jeopardizing the confidentiality of the TYA clientele.
5. Fiscal Requirements: TYA shall maintain an accounting system to identify and support all expenditures, i.e., all income and expenses for which services are provided under this Agreement. The accounting system, at a minimum, shall consist of a chart of accounts, cash receipts journal, cash disbursements journal, and general ledger. All expenditures and income must be supported by vouchers and receipts that detail the reason for the transaction.

TYA shall submit to the CITY a copy of its annual budget for any fiscal year which falls within the twelve-month period covered by this Agreement. These budgets shall show the TYA budget, total expenditures, and expenditures funded and claimed to other funding sources.

TYA shall provide to the CITY a quarterly financial statement which may be in the form of Monthly Treasurer Reports as submitted to the TYA Board of Directors in October, January, April and July, including total income and expenditures for the previous three (3) months.

TYA agrees to retain at its costs all books, records or other documents relevant to this Agreement for six years after final payment.

6. Review of Programs by the City: Upon request, TYA will review with the CITY staff the programs funded by this Agreement to determine if there are appropriate educational guidance and counseling activities which may be utilized by the youth.
7. Confidentiality: The use or disclosure of information concerning applicants for services or recipients of services, obtained in connection with the performance of the Agreement, shall be restricted to purposes directly connected with the administration of the programs implemented by this Agreement and must be consistent with all statutory requirements.
8. Subcontracts: TYA shall not assign this Agreement or enter into any subcontracts for services under this Agreement without obtaining prior written approval of the CITY.
9. Indemnify and Hold Harmless: TYA shall indemnify, save and hold harmless the CITY, its employees, officers, and agents, and affiliated entities from any losses, damages, judgments, claims, expenses, costs, and liabilities, including attorney fees, interest and legal expenses, which may arise from or be caused directly or indirectly by any act or omission of TYA or its officers, directors, employees, agents or volunteers.
10. Insurance: TYA shall present to the CITY documentation that is satisfactory to the CITY that indicates that TYA is covered under a policy of insurance or self-insurance with Oakland County, Michigan.

RESPONSIBILITIES OF CITY

The CITY hereby agrees to pay to TYA an amount not to exceed \$15,000.00 for services performed under this Agreement. Full payment shall be made in December, 2025.

Obligations incurred by TYA prior to or after the period covered by this Agreement shall be excluded.

MUTUAL COVENANTS

1. Cancellation of Agreement: If the CITY determines that TYA fails to comply with the conditions of this Agreement, or to fulfill its responsibility as indicated in the Agreement, or the CITY determines that the methods and techniques being utilized in accomplishing the goals of this Agreement are not acceptable or compatible with the CITY's policy, then the CITY reserves the right to cancel this Agreement by giving thirty (30) days written notice to TYA. If there is a termination or if TYA becomes defunct, TYA will reimburse the CITY for all pre-payments based on the date of termination.

2. Employees of TYA: Representatives, employees and volunteers of TYA shall not be deemed to be employees or agents of the CITY for any purposes solely because of their participation with TYA.
3. Independent Contractors: TYA is an independent contractor, and its agents, employees, or servants are responsible for its own conduct. This Agreement is not a joint venture for the profit of either Party.
4. Compliance with Laws: TYA shall be responsible for compliance with all Federal, State and City laws or ordinances. Any violation of the law or ordinance results in material breach of the Agreement.
5. Notices: Whenever under this Agreement provision is made for notice of any kind, unless otherwise herein expressly provided, it shall be in writing and shall be served personally or sent by registered or certified mail with postage prepaid, to the addresses stated below, or such other address as either of the Parties may subsequently designate in writing by notice to the other Party in the manner required hereunder:

Notice to City: Aileen Dickson, City Clerk
City of Troy
500 West Big Beaver Road
Troy, Michigan 48084

Notice to TYA: Susan Holle
Office Administrator
Troy Youth Assistance
4420 Livernois Rd.
Troy, MI 48098

6. Entire Agreement: This Agreement constitutes the entire Agreement between TYA and the CITY with respect to the subject matter hereof; and there are no other further written or oral understandings or agreements with respect hereto.
7. Modification: No variation or modification of this Agreement and no waiver of its provisions shall be valid unless in writing and signed by the Parties.
8. Terms of Agreement: This Agreement shall become effective for the City of Troy's 2025/2026 fiscal year unless terminated under the provisions set forth in this Agreement.

IN WITNESS WHEREOF, the CITY and TYA have caused this Agreement to be executed by their respective authorized officers.

WITNESS:

CITY OF TROY

Ethan D. Baker, Mayor

Date

City Clerk

Date

WITNESS:

TROY YOUTH ASSISTANCE

Shari Pawlus, Chairperson

Date



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

J.5.

Date: November 10, 2025

To: Frank Nastasi, City Manager

From: Bob Bruner, Deputy City Manager
Chris Wilson, Assistant City Manager
Kurt Bovensiepe, DPW Director
G. Scott Finlay, City Engineer
R. Brent Savidant, Community Development Director
Salim O. Huerta, Building Official
Paul Evans, Zoning & Compliance Specialist

Subject: Approval of Subdivision Entrance Sign/Agreement, Windridge Park Homeowners Association, Inc., Homewood Median Right-of-Way at Adams, Section 7

History:

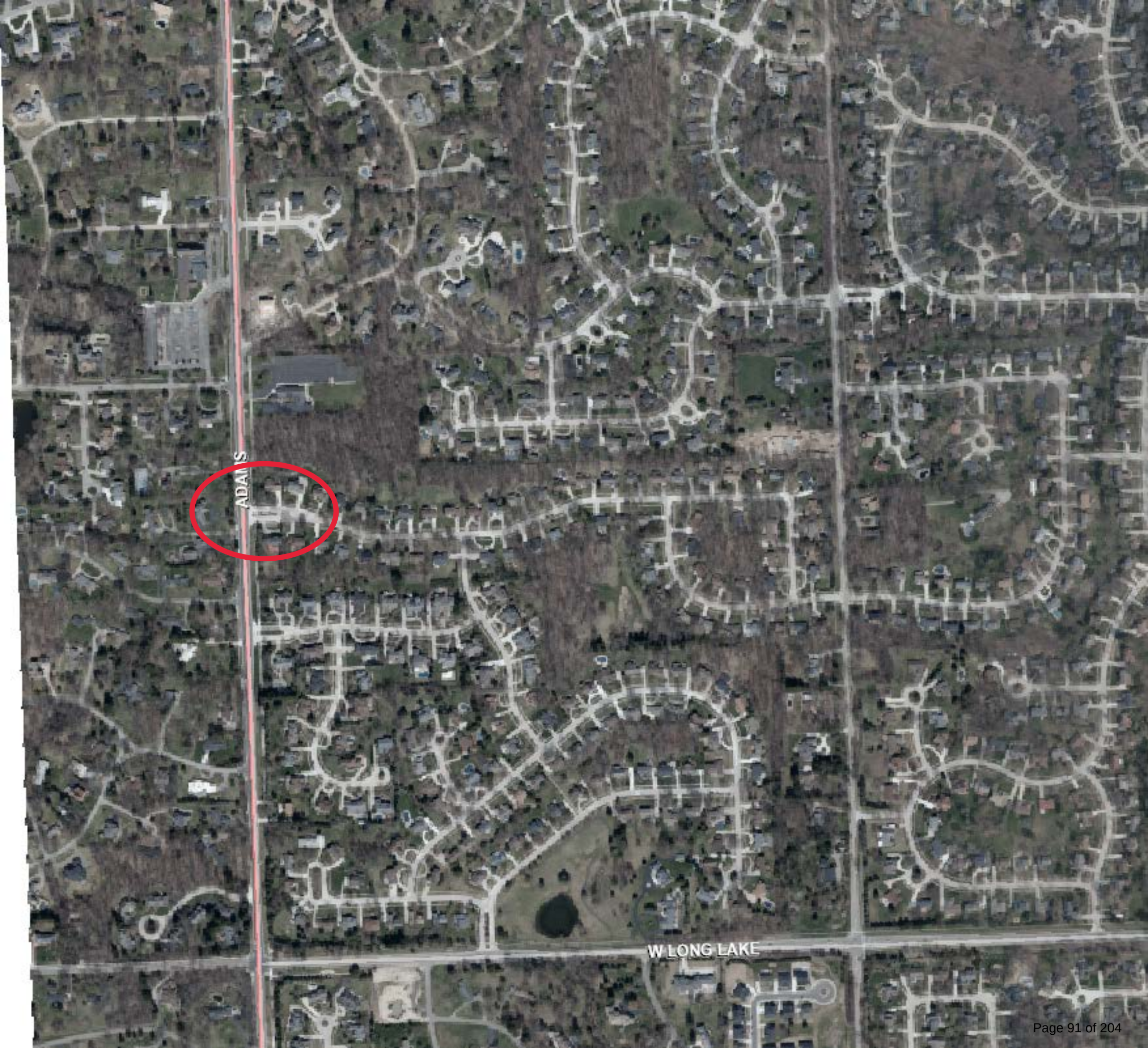
Signs in Troy are regulated by Chapter 85 of the City of Troy Code of Ordinances. Chapter 85, Section 85.01.05 allows for the placement of residential development identification signs within a dedicated public right of way, subject to City Council approval. Windridge Park Homeowners Association, Inc., proposes to place a ground sign within the Homewood boulevard median at Adams Road. The sign permit application, has been reviewed by staff and complies with the Sign Ordinance. Attached are location aerial maps, Chapter 85 Sign Ordinance excerpt, sign permit application, draft subdivision sign agreement and exhibit, and homeowners's association insurance certificate.

Recommendation:

City Management recommends approval of the Windridge Park Subdivision entrance sign and maintenance agreement.

Legal Review:

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





2954

2928

2912

2896

2880

2864

2857

HOMEWOOD

2951

2923

2903

2891

2875

2857

City Code Chapter 85 Sign Ordinance (excerpt)

85.01.05 Prohibited Signs

A. Signs in Right-of-Way: No sign shall be located in, project into, or overhang a public right-of-way or dedicated public easement, except as provided below:

1. Signs established and maintained by the City, County, State, or Federal Governments may be located in the right of way.
2. Banners advertising civic events may be permitted on lighting poles within the median of Big Beaver Road, between Rochester Road and Cunningham Drive, for a period not to exceed thirty days, subject to the approval of the City Manager.
3. In its discretion, City Council may approve an agreement to allow residential development identification signs in the medians of boulevard entrance streets. Any such agreement shall require continuing liability insurance and also provide satisfactory maintenance of the sign, as well as any other condition that is deemed necessary by the Troy City Council to protect the right of way. The agreement must also indicate the City Council's approval of the proposed design and materials for the sign. The residential development identification sign shall not exceed five feet in height, and shall not be more than 50 square feet in area. The height of such signs shall not exceed 30" when located in the corner clearance area depicted in Figure 85.01.05 A.

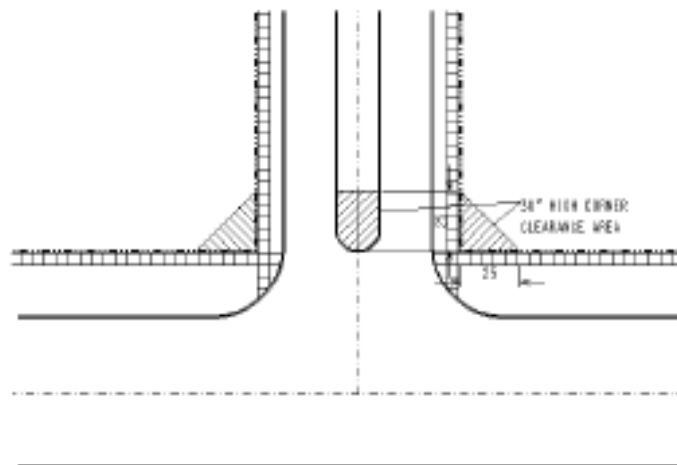


Figure 85.01.05 A



500 West Big Beaver
Troy, MI 48084
troymi.gov

Planning Department
248-524-3364

SIGN PERMIT APPLICATION

APPLY BY EMAIL:

Email completed application and supporting documents to planning@troymi.gov

SIGN PERMIT FEE IS DUE WHEN PERMIT IS READY TO ISSUE

Check Box To Select Sign Type For Application

- | | | |
|-------------------------------------|---------------------------------------|------------|
| ☐ | WALL SIGN PAINTED ON WALL | \$100.00 |
| ☐ | WALL SIGN STRUCTURALLY ATTACHED | \$150.00 |
| ☒ | GROUND SIGN..... | \$150.00 |
| ☐ | SPECIAL EVENT SIGN | \$115.00 |
| ☐ | ROAD CLOSURE CONSTRUCTION SIGN | \$115.00 |
| ☐ | ADDITIONAL REVIEW | \$90.00/HR |
| ☐ | ADDITIONAL INSPECTION | \$90.00 |
| ☐ | OPEN HOLE INSPECTION..... | \$90.00 |

PROPERTY ADDRESS: median near 2951 Homewood Drive

APPLICANT INFORMATION:

NAME: Kim Allard

COMPANY: Allied Signs, Inc.

ADDRESS: 33650 Giftos

CITY: Clinton Twp. STATE: MI ZIPCODE: 48035

TELEPHONE: 586-791-7900

EMAIL: Kim@alliedsignsinc.com

SPECIAL EVENT SIGNS ONLY: What 7-day period will signs be up? _____

ILLUMINATED SIGN? YES NO

ELECTRICAL CONNECTIONS BY: _____

ARE OTHER SIGNS ON THE PROPERTY: YES NO IF YES, DESCRIBE TYPE AND SIZE BELOW:

No

The undersigned hereby declare(s) under penalty of perjury that the contents of this application are true to the best of my knowledge, information and belief. The applicant accepts all responsibility for all information contained within this application, including attachments and/or plans, and the applicant releases the City of Troy and its employees, officers, and consultants from any responsibility or liability with respect thereto.

APPLICANT SIGNATURE: _____

PRINT NAME: Kim Allard



500 West Big Beaver
Troy, MI 48084
troymi.gov

Planning Department
248-524-3364

TROY SIGN PERMIT PROCESS:

- Receive sign and if applicable, electrical permit.
- Construct the sign.
- Sidewalk inspection at City Hall
- Install sign. Open hole inspection required for signs over 6 feet height.
- Final electrical inspection passes (energized signs only)
- Submit Certification Letter (where required).
- City approves Certification Letter.
- City schedules final Sign Permit Inspection.

SUBMITTAL CHECKLIST

WALL SIGNS

- ☐ COMPLETED SIGN PERMIT APPLICATION
- ☐ SEALED ENGINEERED SIGN CONSTRUCTION DRAWINGS SHOWING AT MINIMUM:
 - DIMENSIONS IN **TENTHS**
 - CONSTRUCTION METHOD AND MATERIALS
 - WIND LOAD CALCULATIONS *****UP TO 115 MPH WIND LOAD*****
 - PROJECTION DISTANCE FROM THE WALL
 - METHOD OF ATTACHMENT TO THE WALL INCLUDING **FASTENER TYPE, SIZE, AND FREQUENCY.**
- ☐ ELEVATION DRAWING SHOWING DIMENSIONS OF FRONT OF BUILDING OR TENANT AREA **IN TENTHS.**
- ☐ ELEVATION DRAWING OR PHOTO SHOWING EXISTING WALL SIGNS
- ☐ AERIAL MAP OR SKETCH PLAN OF ENTIRE PROPERTY SHOWING SIGN LOCATION ON THE BUILDING.
- ☐ ELECTRIFIED SIGNS: A NOTE ON THE PLANS INDICATING THE SIGN WILL BE NFPA70 COMPLIANT. A SEPARATE ELECTRIC PERMIT IS REQUIRED.
- ☐ ALL SIGNS SHALL COMPLY WITH MICHIGAN BUILDING CODE 2021 APPENDIX H SIGNS

GROUND SIGNS

- ☐ COMPLETED SIGN PERMIT APPLICATION
- ☐ SITE PLAN OR AERIAL MAP SHOWING:
 - RIGHT OF WAY LINE(S)
 - PUBLIC EASEMENTS
 - SIGN LOCATION
 - DISTANCE FROM RIGHT OF WAY LINE TO CLOSEST EDGE OF SIGN
 - LOCATION OF EXISITING GROUND SIGNS
 - LOCATION OF ANY ELECTRICAL CONDUCTORS WITHIN 6 FEET OF PROPOSED SIGN INCLUDING, BUT NOT LIMITED TO, LIGHT POLES, STREET LAMPS, TRAFFIC LIGHTS, OR ANY OTHER PUBLIC UTILITY POLE.



- ☐ SEALED ENGINEERED SIGN CONSTRUCTION DRAWINGS SHOWING AT MINIMUM:
 - HEIGHT, WIDTH, AND DEPTH OF ALL SIGN AND SUPPORT STRUCTURE COMPONENTS IN **TENTHS.**
 - HEIGHT FROM GRADE TO TOP OF SIGN
 - CONSTRUCTION METHOD AND MATERIALS
 - FOOTING DETAIL INCLUDING **DEPTH**
 - WIND LOAD CALCULATIONS *****UP TO 115 MPH WIND LOAD.*****
- ☐ ELECTRIFIED SIGNS: A NOTE ON THE PLANS INDICATING THE SIGN WILL BE NFPA 70 COMPLIANT. A SEPARATE ELECTRIC PERMIT IS REQUIRED.
- ☐ ALL SIGNS SHALL COMPLY WITH MICHIGAN BUILDING CODE 2021 APPENDIX H SIGNS

DIGITAL/ELECTRONIC MESSAGE SIGNS

- ☐ ALL WALL/GROUND SIGN INFORMATION AS APPLICABLE
- ☐ PLANS, SPECIFICATIONS, AND DESIGN DETAILS SHOWING THAT PROPOSED SIGN IS EQUIPPED WITH AUTOMATIC DIMMING SENSOR.
- ☐ WRITTEN CERTIFICATION FROM THE SIGN MANUFACTURER OR APPROVED TESTING AGENCY. MUST BE ON MANUFACTURER'S OR AGENCY'S LETTERHEAD, SIGNED BY THE CERTIFYING PERSON, WITH THEIR PRINTED NAME BELOW. **SEE ATTACHED TEMPLATE ON NEXT PAGE**
- ☐ ELECTRIFIED SIGNS: A NOTE ON THE PLANS INDICATING THE SIGN WILL BE NFPA 70 COMPLIANT. A SEPARATE ELECTRIC PERMIT IS REQUIRED.

SPECIAL EVENT SIGNS

- ☐ COMPLETED SIGN PERMIT APPLICATION
- ☐ DETAILED DESCRIPTION OF THE SPECIAL EVENT
- ☐ SITE PLAN OR AERIAL MAP SHOWING SITE LAYOUT, RIGHT OF WAY LINES AND SIGN LOCATION(S). INFORMATION INDICATING NUMBER AND DIMENSIONS OF PROPOSED SIGNS, INCLUDING BANNERS, FLAGS, COLD AIR BALLOONS AND OTHER FORMS OF SIGNAGE.
- ☐ ELECTRIFIED SIGNS: A NOTE ON THE PLANS INDICATING THE SIGN WILL BE NFPA 70 COMPLIANT. A SEPARATE ELECTRIC PERMIT IS REQUIRED.

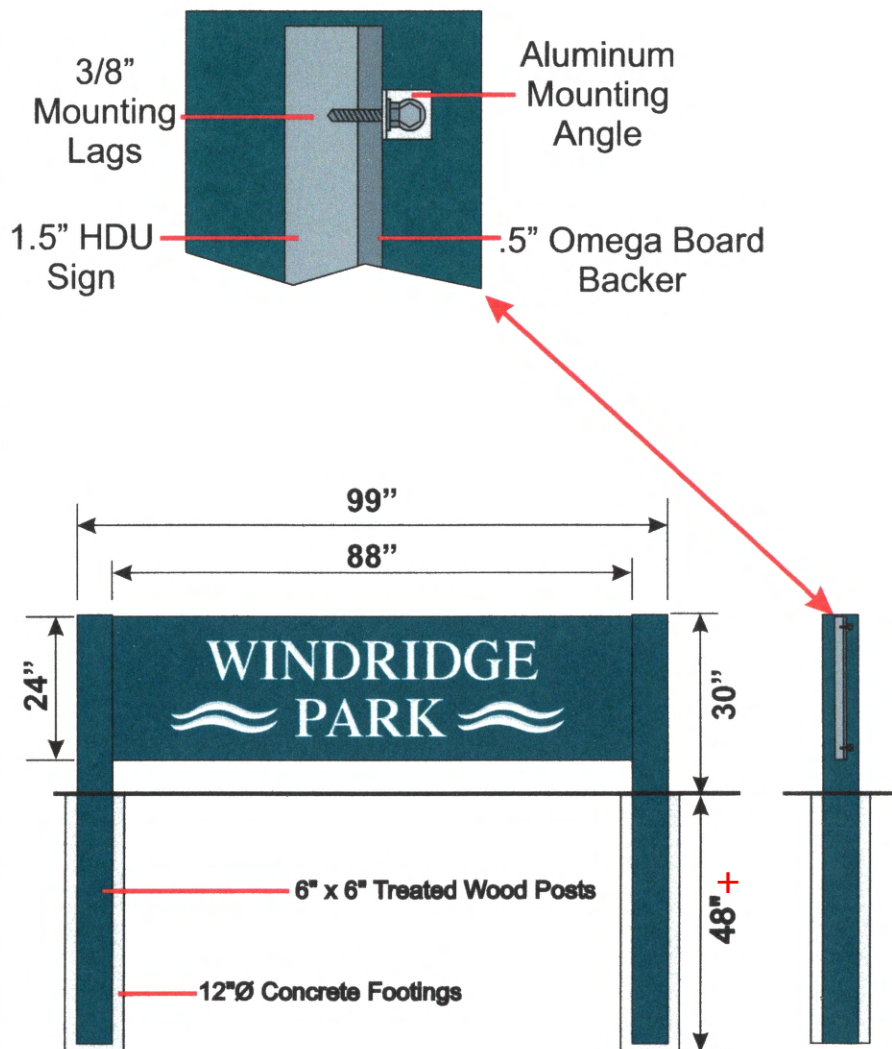
ELECTRIFIED SIGNS – typical problems to avoid (not all inclusive)

- ☐ REQUIRED ONSITE, SIDEWALK INSPECTION OF UL LISTING AND MORE PRIOR TO INSTALLATION. EQUIPMENT MUST BE BROUGHT TO CITY HALL FOR INSPECTION. ADVANCE SCHEDULING REQUIRED.
- ☐ AN EXTERNAL DISCONNECT/SWITCH IS REQUIRED. SHALL NOT BE ATTACHED TO SIGN EQUIPMENT.
- ☐ PROVIDE CIRCUIT BREAKER LOCK, LOCKABLE IN THE OPEN POSITION, THAT REMAINS IN PLACE.

1.5" x 4' x 7' HDU sign
with White V-cut lettering
Single Sided
Back Painted Dk. Blue

CITY OF TROY
BUILDING DEPARTMENT

Reviewed for Code Compliance
Plans approved on 09/29/2025 By abatedm



**MINIMUM (6") INCHES OF
CONCRETE COVER UNDER
WOOD POSTS.**

**2999 Homewood Dr.
Troy, MI 48098**



**Can Only be 30" Tall
At This Location**



NOTES:
THE SIGN SUPPORTING
WOOD POSTS AND
CONCRETE FOOTINGS
ARE DESIGNED FOR
115 MPH, 3 SEC. GUST
ULTIMATE WIND SPEED
FOR EXPOSURE B,
RISK CAT. II AS PER
2021-MBC AND ASCE 7.

WOOD POLES ARE DESIGNED
BASED ON AMERICAN WOOD
COUNCIL SPECIFICATION.

DESIGN VALUES FOR POLES
GRADED IN ACCORDANCE WITH
ASTM 3200, DOUGLAS-FIR.

MOUNTING HARDWARE
SHALL BE NON-CORROSIVE.

FOOTINGS ARE DESIGNED FOR:
ALLOWABLE SOIL PRESSURE:
BEARING = 2000 PSF
LATERAL = 150 PSF/FT
AS PER 2021-MBC,
TABLE 1806.2

ENGINEER'S SEAL



RESIDENTIAL DEVELOPMENT RIGHT-OF-WAY SIGN AGREEMENT

This Agreement is entered into on _____, between the City of Troy, a Michigan Municipal Corporation, 500 W. Big Beaver Road, Troy, Michigan 48084 (hereinafter referred to as the “City”) and Windridge Park Homeowners Association, Inc., a non-profit Michigan Corporation, whose address is 2544 Homewood Drive, Troy, Michigan (hereinafter referred to as the “Residential Development”).

Recitals

A. The Residential Development, desires to erect a new identification sign for the residential development pursuant to and in compliance with the City of Troy Code of Ordinances, specifically Chapter 85, Section 85.01.05 A 3 (Signs in Right-of- Way). A Sign Permit Application has been submitted to the Planning Department. The Residential Development is located in the City of Troy, Oakland County, Michigan.

B. The Residential Development is east of Adams Road between Long Lake and Square Lake. The site for the placement of the sign is the Homewood median entrance boulevard of Windridge Subdivision Number 2 at Adams, more particularly described on the attached Exhibit. A description of the proposed sign is attached to this Agreement also within the attached Exhibit .

C. Chapter 85, Section 85.01.05 A 3 provides that Troy City Council shall approve the design and materials of all residential development identification

signs. Further, the Ordinance provision requires that an Agreement be executed between the City and Residential Development specifying that the Residential Development shall assume liability for the sign and be responsible for its maintenance.

IN CONSIDERATION of the foregoing recitals and the mutual covenants contained in this Agreement, IT IS AGREED:

1. The Residential Development shall be permitted to place a new sign in the Homewood median entrance boulevard of Windridge Subdivision Number 2, at Adams, as designated on Exhibit A. The sign shall not be more than five (5) feet in height and not more than fifty (50) feet in area as set out in Section 85.01.05 A 3 of the City of Troy Code of Ordinances. If applicable, the height of the sign shall be subject to the corner clearance requirement of Figure 85.01.05 A as set out in the Troy Code of Ordinances as part of Section 85.01.05 A. 3.

2. The sign shall comply with the plans and specifications attached hereto and incorporated into this Agreement and any terms and conditions for design and materials established by City Council by Resolution.

3. The Residential Development shall maintain the identification sign in good and safe condition at all times and shall make such repairs as the City may deem reasonably necessary from time to time to keep the sign in good and safe condition. Failure to keep the sign in good and safe condition shall be considered a breach of this Agreement under Paragraph 8.

4. Any applications by the Residential Development to replace or change a sign erected under this Agreement and the City of Troy Code of Ordinances within a one year period after execution of this Agreement, may be approved administratively by the City of Troy, if the replacement sign or the changes to the existing sign comply with the dimensional requirements of the Code of Ordinances and the design and materials are substantially similar in nature as those approved under this Agreement and the placement of the identification sign is identical to the location approved under this Agreement.

5. The Residential Development has provided a Certificate of Insurance acceptable to the City demonstrating that general liability coverage is available for claims for personal injury or property damage caused by the sign or attributed to the placement of the identification sign in the right-of-way. Such insurance shall be in the amount of \$500,000.00 per occurrence and aggregate limit. The Certificate of Insurance shall name the City of Troy as an additional insured. The City reserves the right to modify the insurance requirements as necessary with 30 days' notice to the Residential Development. The Residential Development agrees to keep said insurance or a similar policy with the above minimum insurance coverage in effect for the term of this Agreement. The Residential Development shall submit to the City of Troy Purchasing Department on the anniversary date of this Agreement a Certificate of Insurance acceptable to the City demonstrating coverage for the above insurance amounts. Additionally, the City may request a copy of said insurance certificate and any endorsements at any time during this Agreement. Failure to produce a certificate of insurance within fifteen (15) days of a request by the City, or a determination by the City

that there is a lapse in coverage, shall be considered a breach of this Agreement under Paragraph 8

6. The individual executing this Agreement on behalf of the Residential Development represents that he or she has the authority to bind the Residential Development, the individual property owners within the Residential Development, and their successors and assigns, to this Agreement and has provided documentation to support his or her representation. If it is determined by the City at any time hereafter that no such authority exists, this Agreement shall be null and void, and the identification sign shall be immediately removed in accordance with Paragraph 8.

7. If it becomes necessary for the City to remove the sign for an emergency purpose or to service a utility, such as but not limited to: repair of water main breaks or sewer line or electric line repair, the Residential Development shall be one hundred (100) percent responsible for the replacement of the sign. Further, the City shall not be responsible for any damage to the sign as a result of the removal. If the Residential Development fails to reinstall the sign in an identical manner, as set out in this Agreement, or fails to remove the sign from the site within thirty (30) days after the City's removal, the City may take action to remove the sign in accordance with Paragraph 8.

8. If there is a breach of this Agreement or if the Agreement becomes null and void, the City shall notify the Residential Development that it has thirty (30) days to remove the identification sign. If the Residential Development fails to

comply, the City may remove the sign and assess any costs it incurs to the Residential Development. If the Residential Development fails to pay the City's costs for removal within fifteen (15) days from the notification of the costs, the City may exercise any legal remedy to which it is entitled against the Residential Development and/or the individual property owners within the Residential Development including the pro-rata assessment of costs on each individual property owner's tax bill.

8. To the fullest extent permitted by law, the Residential Development, their successors or assigns, agree to defend, pay on behalf of, indemnify, and hold harmless the City, its elected and appointed officials, employees and volunteers and others working on behalf of the City against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed or recovered against or from the City, its elected and appointed officials, employees, volunteers or others working on behalf of the City, by reason of personal injury, including bodily injury or death and/or property damage, relating to the erection, maintenance, location and any other aspects of the identification sign.

9. The Residential Development shall submit a written notice of any new addresses to: Purchasing Department, City of Troy, 500 W. Big Beaver Road, Troy, Michigan 48084. Such notice of change of address shall be sent to the City of Troy within 60 days after the effective date of the change.

10. This Agreement shall be binding upon and inure to the benefit of the parties hereto, their heirs, successors and assigns.

IN WITNESS WHEREOF, this Agreement has been entered into as of the
above date.

WITNESSES:

CITY OF TROY,

Ethan Baker, Mayor

Aileen Dickson, MMC, MiPMC3, City
Clerk

RESIDENTIAL DEVELOPMENT

Windridge Park Homeowners
Association, Inc.

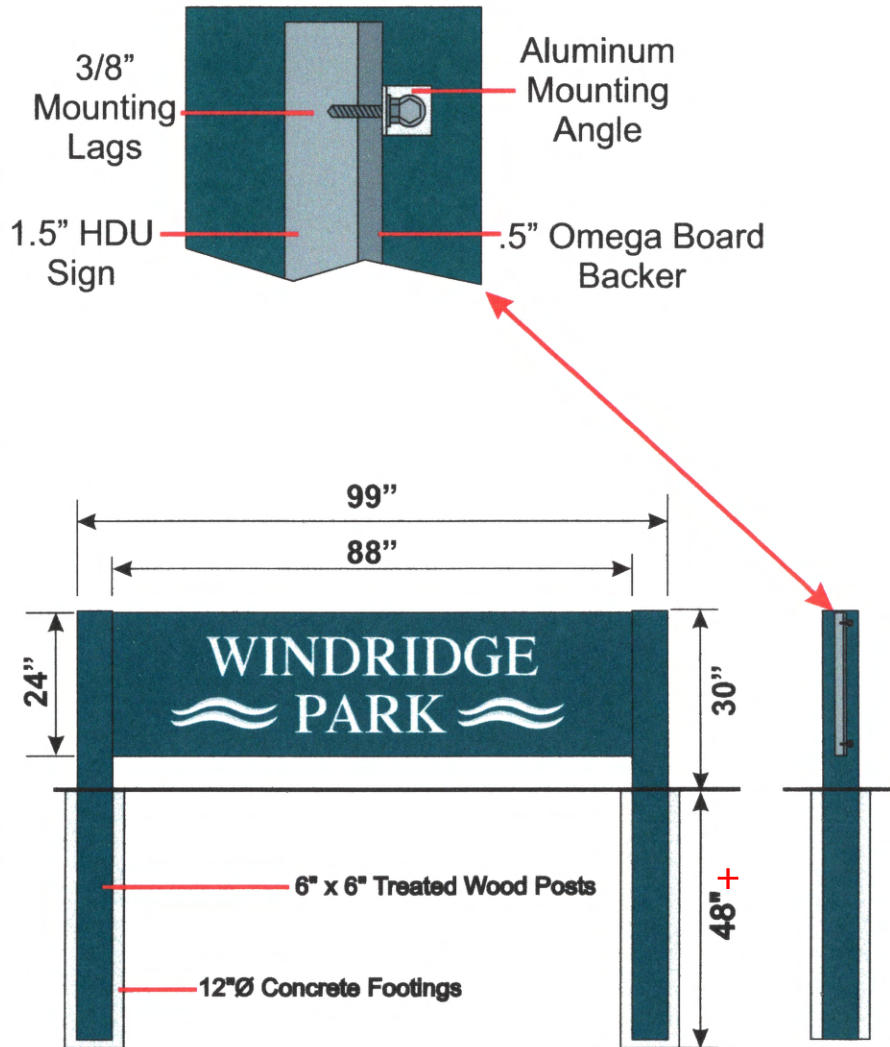
Tom Quackenbush
President

EXHIBIT TO SIGN AGREEMENT

1.5" x 4' x 7' HDU sign
with White V-cut lettering
Single Sided
Back Painted Dk. Blue

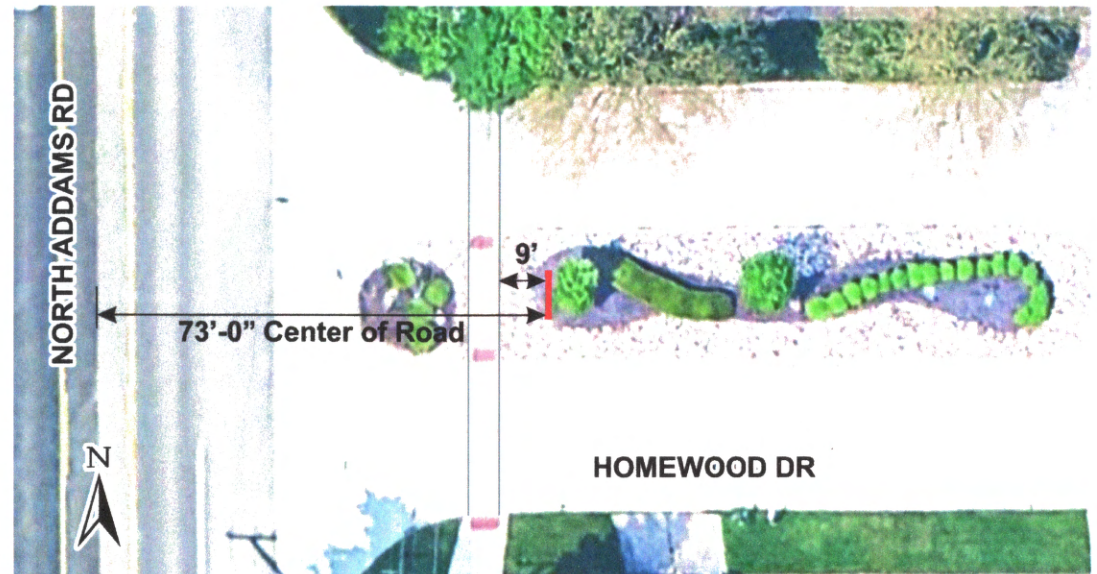
CITY OF TROY BUILDING DEPARTMENT

Reviewed for Code Compliance
Plans approved on 09/29/2025 By abatedm



**MINIMUM (6") INCHES OF
CONCRETE COVER UNDER
WOOD POSTS.**

**2999 Homewood Dr.
Troy, MI 48098**



NOTES:
THE SIGN SUPPORTING
WOOD POSTS AND
CONCRETE FOOTINGS
ARE DESIGNED FOR
115 MPH, 3 SEC. GUST
ULTIMATE WIND SPEED
FOR EXPOSURE B,
RISK CAT. II AS PER
2021-MBC AND ASCE 7.

WOOD POLES ARE DESIGNED
BASED ON AMERICAN WOOD
COUNCIL SPECIFICATION.

DESIGN VALUES FOR POLES
GRADED IN ACCORDANCE WITH
ASTM 3200, DOUGLAS-FIR.

MOUNTING HARDWARE
SHALL BE NON-CORROSIVE.

FOOTINGS ARE DESIGNED FOR:
ALLOWABLE SOIL PRESSURE:
BEARING = 2000 PSF
LATERAL = 150 PSF/FT
AS PER 2021-MBC,
TABLE 1806.2

ENGINEER'S SEAL





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/07/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Northwest Insurance Agency 2328 Livernois Rd Ste. 1040 Troy MI 48083		CONTACT NAME: Dan O'Mara PHONE (A/C, No, Ext): 248-528-1656 FAX (A/C, No): 248-528-2495 E-MAIL ADDRESS: dan@nwagencymt.com	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Auto Owners Ins Co	
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 20251007131531196 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	COMMERCIAL GENERAL LIABILITY			04165694	03/11/2025	03/11/2026	EACH OCCURRENCE	\$ 1,000,000
	CLAIMS-MADE ☒ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 50,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	\$ 2,000,000
	POLICY ☐ PRO-JECT ☐ LOC						PRODUCTS - COMP/OP AGG	\$ 1,000,000
	OTHER:							\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	\$
	ANY AUTO						BODILY INJURY (Per person)	\$
	OWNED AUTOS ONLY						BODILY INJURY (Per accident)	\$
	HIRE AUTOS ONLY						PROPERTY DAMAGE (Per accident)	\$
	SCHEDULED AUTOS							\$
	NON-OWNED AUTOS ONLY							\$
	UMBRELLA LIAB						EACH OCCURRENCE	\$
	EXCESS LIAB						AGGREGATE	\$
	DED							\$
	RETENTION \$							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE	OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT	\$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER City of Troy 500 W. Big Beaver Rd Troy MI 48084	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	--

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500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

J.6.

Date: November 10, 2025

To: Frank Nastasi, City Manager

From: Bob Bruner, Deputy City Manager
Chris Wilson, Assistant City Manager
R. Brent Savidant, Community Development Manager
G. Scott Finlay, City Engineer

Subject: Private Agreement – Contract for Installation of Municipal Improvements –
Barbat Troy Vehicle Fueling/Multi-Use Station – Project No. 25.917.3

History

Barbat Organization proposes to develop Barbat Troy Vehicle Fueling/Multi-Use Station located on SE corner of W. South Blvd. and Crooks Road, Section 4.

The Planning Commission granted Special Use Approval and Preliminary Site Plan approval on May 13th, 2025.

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 Barbat Organization on behalf of the City of Troy including: Water Main, Storm Sewer, Underground Detention. The required fees and refundable escrow deposits in the form of Cash/Check, that will assure completion of the municipal improvements, have been provided by Barbat Organization (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.: **25.917.3**

Project Location: **NW 1/4 Section 4**

Resolution No:

Date of Council Approval:

This Contract, made and entered into this **30th** day of **October, 2025** by and between the City of Troy, a Michigan Municipal Corporation of the County of Oakland, Michigan, hereinafter referred to as "City" and **Barbat Organization** whose address is **33477 Woodward Avenue, Suite 800, Birmingham, MI 48009** and whose telephone number is **248-914-0444** hereinafter referred to as "Owners", provides as follows:

FIRST: That the City agrees to permit the installation of **Water Main, Storm Sewer, Underground Detention** in accordance with plans prepared by **Stonefield Engineering & Design, LLC** whose address is **555 South Old Woodward Avenue, Suite 12L, Birmingham, MI 48009** and whose telephone number is **248-247-1115** 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 \$ **85,297.50**. This amount will be deposited with the City in the form of (check one):

Cash/Check	☒	} 10% Cash <u>\$8,529.75</u>
Certificate of Deposit & 10% Cash	☐	
Irrevocable Bank Letter of Credit & 10% Cash	☐	
Performance Bond & 10% Cash	☐	

Refundable cash deposit in the amount of \$ **21,529.00**. This amount will be deposited with the City in the form of (check one):

Cash	☐	Check	☒
------	--------------------------	-------	-------------------------------------

Non-refundable cash fees in the amount of \$ **696.07**. 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.

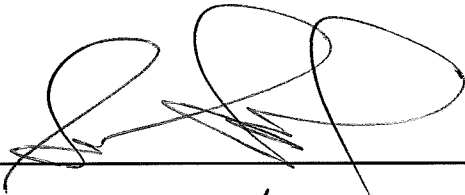
FIFTH: Owners agree to indemnify and save harmless City, their agents and employees, from and against all loss or expense (including costs and attorneys' fees) by reason of liability imposed by law upon the City, its agents and employees for damages because of bodily injury, including death, at any time 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 28th day of OCTOBER, 2025.

OWNERS

By:



Its: MANAGING MEMBER

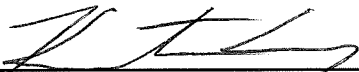
Please Print or Type

Its: _____

Please Print or Type

STATE OF MICHIGAN, COUNTY OF OAKLAND

On this 28th day of October, A.D. 2025, before me personally appeared Scott Barbat 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, Oakland, Michigan

My commission expires: 09-03-2026
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: PPC25.917.3

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.

1981 W SOUTH BOULEVARD

Location

88-20-04-100-059 Lot:

Subdivision: Acreage

Project No:

1981 SOUTH BLVD LLC

Permittee/Owner

33477 WOODWARD AVE STE 80

BIRMINGHAM

MI 48009

Issued:

Expires:

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

Applicant

33477 WOODWARD AVE STE 800

BIRMINGHAM

MI 48009

Work Description: BARBAT TROY - VEHICLE FUELING STATION

Stipulations: ON-SITE UNDERGROUND DETENTION

Work will meet all codes and inspections.

Category	Permit Item	Acreage/Qty
Escrow Deposits	Sanitary Sewers	14,385.00
Escrow Deposits	Water Mains	10,830.00
Escrow Deposits	Storm Sewers	19,397.50
Escrow Deposits	Grading	5,000.00
Escrow Deposits	Detention Basin	34,185.00
Escrow Deposits	Temporary Access Road	1,500.00
Cash Fees (Non-Refundable)	Water Main Testing/Chlorination PA2	29.00
Cash Fees (Non-Refundable)	arkers - Full Range	1.00
Cash Deposits (Refundable)	Construction Engineering (CE)	85,297.00
Cash Deposits (Refundable)	Repair & Maintenance-Public Streets	5,000.00
Cash Deposits (Refundable)	Punchlist & Restoration	85,297.00

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:**

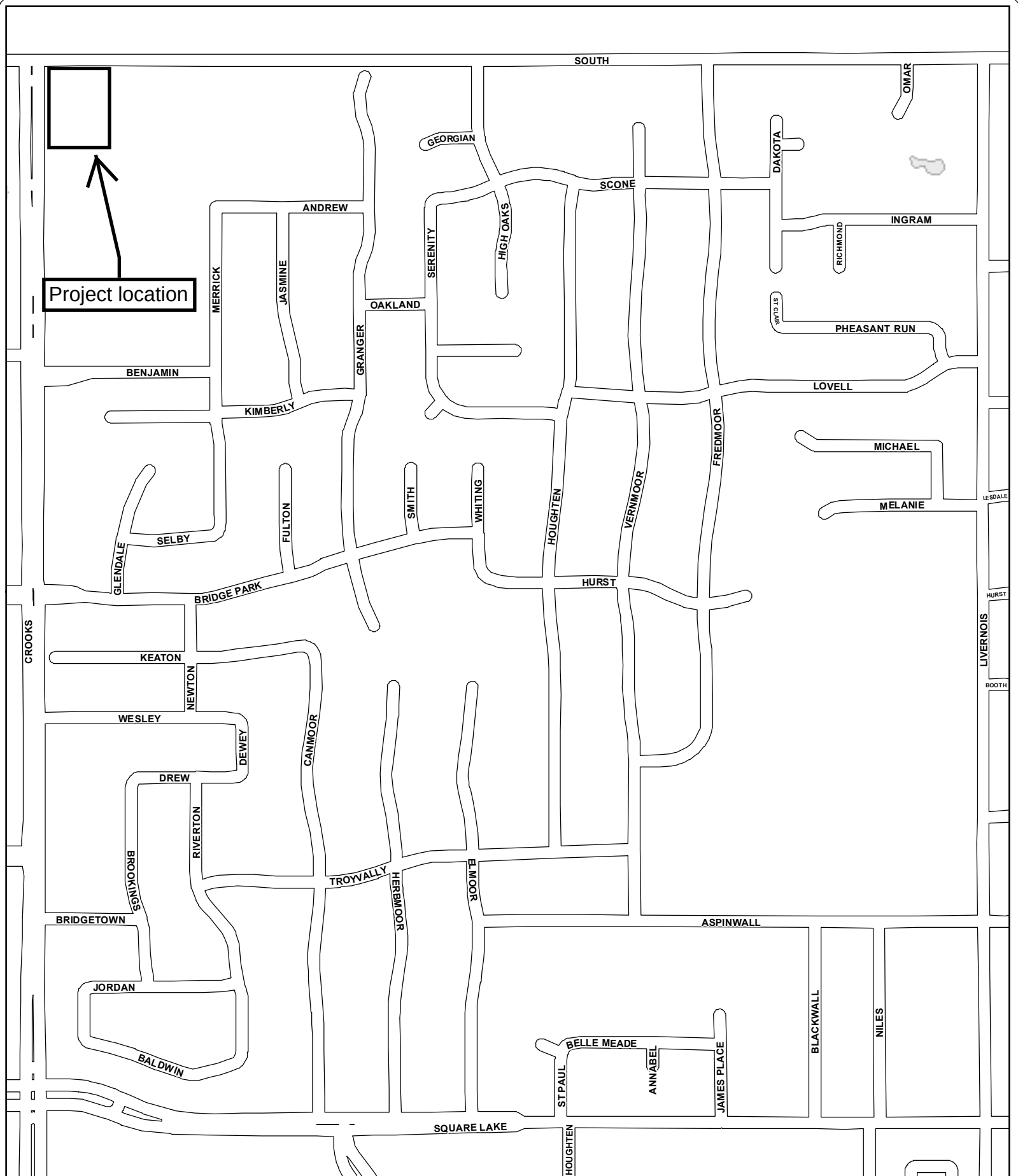
- 1) **INTENT:** Since a permit will have to be secured from the City prior to the start of any construction or maintenance operations proposed by this application, it is the intent of these supplemental specifications to be incorporated as part of the plans or specifications required for this proposed 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.





500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

J.7.

Date: November 10, 2025

To: Honorable Mayor and Troy City Council Members

From: Frank Nastasi, City Manager
Lori Grigg Bluhm, City Attorney
Nicole MacMillan, Assistant City Attorney

Subject: Malott v. City of Troy

The City was served with the attached lawsuit filed by Helen and John Malott. The Complaint alleges that on July 12, 2025, Helen Malott was riding her bicycle on/near the sidewalk at 2060 W. Square Lake Road in the City of Troy. She alleges that her bike tire got caught in a vertical and horizontal discontinuity in the sidewalk and she lost control of her bicycle. According to the Complaint, her fall caused her to fracture her clavicle and she had cuts, scars and nerve injury. Her lawsuit is filed against the City of Troy under the sidewalk exception to governmental immunity (MCL 691.1402). She alleges that the City failed to maintain the sidewalk in reasonable repair. Count two of the Complaint alleges that her husband, John Malott suffered loss of consortium.

The Complaint alleges that the damages exceed \$25,000, which is the threshold for filing a case in the Oakland County Circuit Court. It has been filed in the Oakland County Circuit Court, case number 2025-218237-NO and assigned to Judge Kwame' L. Rowe.

The proposed resolution authorizes our office to represent the City in this case, and approves necessary expenditures required for the defense of the case.

Please let us know if you have any questions or concerns.

Law Suit – FYI

PLANTIFF: Helen Malott, John Malott
DEFENDANT: CITY OF TROY

- **Date Received: 10/24/2025**
- **Case # 2025-218237-NO**
- **Method of Delivery:**
First Class Mail ☐
Certified Mail ☐
Personally Served ☒
- **Received by:**
City Attorney ☐
City Clerk ☒
Mayor ☐
- **Signed for by:**
- **Copy of certified mail postcard attached to original**
- **Date Received by City Clerk: 10/24/2025**
- **Date Routed: 10/24/2025**

City Clerk’s Office - Original	X
City Attorney	X
City Manager	X
DPW	X

This case has been designated as an eFiling case, for more information please

visit www.oakgov.com/efiling.

Original - Court
1st copy - Defendant

2nd copy - Plaintiff
3rd copy - Return

STATE OF MICHIGAN JUDICIAL DISTRICT JUDICIAL CIRCUIT COUNTY	SUMMONS	CASE NUMBER 2025-218237-NO JUDGE KWAME' L. ROWE
--	---------	---

Court address 1200 N Telegraph, Pontiac, MI 48341 Court telephone number (248) 858-0344

Plaintiff's name, address, and telephone number HELEN MALOTT, and JOHN MALOTT
Plaintiff's attorney bar number, address, and telephone number JOHN T. ALEXANDER (P43789) 30200 Telegraph Road, Suite 400 Bingham Farms, Michigan 48025-4506 (248) 290-5600

Defendant's name, address, and telephone number CITY OF TROY C/O Aileen Dickson, City Clerk 500 W. Big Beaver Road Troy, MI 48084

v

2025 OCT 24 P 3 1

Instructions: Check the items below that apply to you and provide any required information. Submit this form to the court clerk along with your complaint and, if necessary, a case inventory addendum (MC 21). The summons section will be completed by the court clerk.

Domestic Relations Case

- ☐ There are no pending or resolved cases within the jurisdiction of the family division of the circuit court involving the family or family members of the person(s) who are the subject of the complaint.
- ☐ There is one or more pending or resolved cases within the jurisdiction of the family division of the circuit court involving the family or family members of the person(s) who are the subject of the complaint. I have separately filed a completed confidential case inventory (MC 21) listing those cases.
- ☐ It is unknown if there are pending or resolved cases within the jurisdiction of the family division of the circuit court involving the family or family members of the person(s) who are the subject of the complaint.

Civil Case

- ☐ This is a business case in which all or part of the action includes a business or commercial dispute under MCL 600.8035.
- ☐ MDHHS and a contracted health plan may have a right to recover expenses in this case. I certify that notice and a copy of the complaint will be provided to MDHHS and (if applicable) the contracted health plan in accordance with MCL 400.106(4).
- ☒ There is no other pending or resolved civil action arising out of the same transaction or occurrence as alleged in the complaint.
- ☐ A civil action between these parties or other parties arising out of the transaction or occurrence alleged in the complaint has

been previously filed in ☐ this court, ☐ _____ Court, where

it was given case number _____ and assigned to Judge _____

The action ☐ remains ☐ is no longer pending.

Summons section completed by court clerk.

SUMMONS

NOTICE TO THE DEFENDANT: In the name of the people of the State of Michigan you are notified:

1. You are being sued.
2. **YOU HAVE 21 DAYS** after receiving this summons and a copy of the complaint to **file a written answer with the court** and serve a copy on the other party. **Take other lawful action with the court** (28 days if you were served by mail or you were served outside of Michigan).
3. If you do not answer or take other action within the time allowed, judgment may be entered against you for the relief demanded in the complaint.
4. If you require accommodations to use the court because of a disability or if you require a foreign language interpreter to help you fully participate in court proceedings, please contact the court immediately to make arrangements.

Issue date 10/15/2025	Expiration date* 01/14/2026	Court clerk Lisa Brown
--------------------------	--------------------------------	---------------------------

*This summons is invalid unless served on or before its expiration date. This document must be sealed by the seal of the court.

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the summons and complaint and file proof of service with the court clerk before the expiration date on the summons. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

- ☐ I served ☐ personally ☐ by registered or certified mail, return receipt requested, and delivery restricted to the addressee (copy of return receipt attached) a copy of the summons and the complaint, together with the attachments listed below, on:
- ☐ I have attempted to serve a copy of the summons and complaint, together with the attachments listed below, and have been unable to complete service on:

Name	Date and time of service
Place or address of service	
Attachments (if any)	

- ☐ I am a sheriff, deputy sheriff, bailiff, appointed court officer or attorney for a party.
- ☐ I am a legally competent adult who is not a party or an officer of a corporate party. I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee \$	Miles traveled	Fee \$	
Incorrect address fee \$	Miles traveled	Fee \$	TOTAL FEE \$

Signature

Name (type or print)

**BAD NEWS BEARERS
PROCESS SERVICE**
36150 DEQUINDRE
SUITE 600
STERLING HGTS, MI 48310
248-739-9990

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received service of a copy of the summons and complaint, together with

Attachments (if any) _____ on _____
Date and time

Signature _____ on behalf of _____

Name (type or print) _____

STATE OF MICHIGAN

IN THE CIRCUIT COURT FOR THE COUNTY OF OAKLAND

HELEN MALOTT, and
JOHN MALOTT

2025-218237-NO

Plaintiff,

JUDGE KWAME' L. ROWE

Case No. -NO

-VS-

Hon.

CITY OF TROY,

Defendant.

JOHN T. ALEXANDER (P43789)

Alexander & Angelas, P.C.

Attorneys for Plaintiff

30200 Telegraph Road, Suite 400

Bingham Farms, Michigan 48025-4506 (248)

290-5600 / Fax (248) 290-5800)

john@alexanderandangelas.com

There is no other civil action between these parties arising out of the same transaction or occurrence as alleged in this Complaint pending in this Court nor has any such action previously been filed and dismissed or transferred after having been assigned to a Judge.

COMPLAINT

NOW COME the above-named Plaintiffs, Helen Malott and John Malott, by and through their attorneys, ALEXANDER & ANGELAS, P.C., complaining against the above-named Defendant, City of Troy, and states as follows:

COMMON ALLEGATIONS

1. That Plaintiffs are residents of the City of Troy, County of Oakland, State of Michigan.
2. That Defendant, City of Troy, is a municipal corporation that has its principal place of business and/or conducts business in the County of Oakland, State of Michigan.
3. That the incident occurred in the City of Troy, County of Oakland, State of Michigan.

4. That although Defendant, City of Troy, is a municipal corporation and generally immune from torts, however an exception to immunity exists in this case.
5. That the amount in controversy exceeds twenty-five thousand dollars (\$25,000.00) exclusive of costs, interest, and attorney fees.

COUNT I – NEGLIGENCE – STATUTORY LIABILITY

6. That on or about July 12, 2025, Plaintiff, Helen Malott, was riding her bike on a sidewalk in the City of Troy, located in front of 2060 W Square Lake Road, Troy, Michigan.
7. That on or about said date at said time, Defendant City of Troy was charged by the laws of the State of Michigan to keep its sidewalks in reasonable repair, namely 691.1402(a).
8. That on said date, a dangerous and hazardous condition existed on Defendants' sidewalk, which made it unsafe for travel, to wit: A 2 ½ inch vertical discontinuity and a 1 ½ inch horizontal discontinuity in the middle seam of the sidewalk.
9. That the above-mentioned hazard violated MCL 691.1402a(3)(a) as the vertical discontinuity exceeded 2 inches.
10. That the above-mentioned hazard violated MCL 691.1402a(3)(b) as the excess horizontal discontinuity was a dangerous condition.
11. That while riding her bike on Defendants' sidewalk, the Plaintiff, Helen Malott, without warning, suddenly and violently had her bike tire caught on the aforementioned vertical and horizontal discontinuity, causing her to lose control of the bike and fall, thereby proximately causing severe and grievous injuries, as more particularly hereinafter set forth
12. That said defect existed more than 30 days before Plaintiff's injury and therefore Defendants knew or should have known of it.
13. That all statutory notice requirements have been accomplished.

14. That Plaintiff, Helen Malott, sustained personal injuries as a direct and proximate result of Defendants' negligence as alleged herein.
15. That as a direct and proximate result of the negligence of Defendant, as aforesaid, the injured Plaintiff:
- a. sustained severe bodily injuries which were painful, disabling and necessitated medical care; including fractured calvicle, cuts, scarring and nerve injury.
 - b. suffered shock and emotional damage;
 - c. possibly aggravated pre-existing conditions and/or dormant conditions;
 - d. was unable to attend to his usual affairs or render services as formerly;
 - e. lost the enjoyments of pursuing a normal life; and,
 - f. suffered a loss of past, present and future earnings and/or earning potential.
16. That as a direct and proximate result of the negligence of Defendant and the resulting injuries to Plaintiff, Helen Malott, will incur past, present and future expenses for hospitals, doctors, x-rays, medicines, medical supplies and attention.

COUNT II – CONSORTIUM

17. Plaintiff re-alleges and incorporates by reference herein paragraphs 1 through 16 above as though more fully set forth herein.
18. That at all pertinent times hereto, the Plaintiff John Malott was the spouse of the Plaintiff Helen Malott.
19. That as a direct and proximate result of the negligence alleged herein, Plaintiff John Malott was damaged by the loss of services, society, affection, advise, consortium, and earnings by reason of the injuries to his spouse.

20. That as a direct and proximate result of the negligence alleged herein, Plaintiff John Malott, has expended or became liable for the payment of money for medical supplies, medical attention, and other expenses.

WHEREFORE, Plaintiffs, Helen Malott and John Malott, prays that this Court grant judgment against Defendant City of Troy, in an amount in excess of Twenty Five Thousand (\$25,000.00) Dollars together with an assessment of exemplary damages, costs, interest and attorney fees as allowed by law.

Respectfully submitted,

Law Offices of
ALEXANDER & ANGELAS, P.C.

By: /s/ John T. Alexander
JOHN T. ALEXANDER (P43789)
Attorney for Plaintiff
30200 Telegraph Road, Suite 400
Bingham Farms, MI 48025
(248) 290-5600

DATED: October 14, 2025

STATE OF MICHIGAN

IN THE CIRCUIT COURT FOR THE COUNTY OF OAKLAND

HELEN MALOTT, and
JOHN MALOTT,

2025-218237-NO

JUDGE KWAME' L. ROWE

Plaintiffs,

Case No. -NO

-VS-

Hon.

CITY OF TROY

Defendant.

JOHN T. ALEXANDER (P43789)
Alexander & Angelas, P.C.
Attorneys for Plaintiff
30200 Telegraph Road, Suite 400
Bingham Farms, Michigan 48025-4506 (248)
290-5600 / Fax (248) 290-5800
john@alexanderandangelas.com

DEMAND FOR JURY TRIAL

NOW COME the above-named Plaintiffs, Helen Malott and John Malott, by and through their attorneys, ALEXANDER & ANGELAS, P.C., and hereby make a formal demand for a trial by jury of the facts and issues involved in this action.

Respectfully submitted,
Law Offices of
ALEXANDER & ANGELAS, P.C.

By: /s/ John T. Alexander
JOHN T. ALEXANDER (P43789)
Attorney for Plaintiff
30200 Telegraph Road, Suite 400
Bingham Farms, MI 48025
(248) 290-5600

DATED: October 14, 2025



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

J.8.

Date: November 10, 2025

To: Honorable Mayor and Troy City Council Members

From: Frank Nastasi, City Manager
Bob Bruner, Deputy City Manager
Chris Wilson, Assistant City Manager
M. Aileen Dickson, City Clerk
Lori Grigg Bluhm, City Attorney

Subject: Delay in Oath of Office

Although the November 10, 2025 City Council meeting is after the November 4, 2025 election, the Oakland County Board of Canvassers has not yet officially certified the election results. Under MCL 168.826, the Oakland County Board of Canvassers is required to determine and declare the City's election results, which is just one more system of checks and balances preserving the integrity of the election. The Board of Canvassers will still meet November 5, 2025, as required by Michigan law, but they are allowed up to 14 days to complete their necessary review, check for mathematical errors or incomplete results, and require any necessary compliance. They are likely to need most of this time, especially with the passage of Michigan Initiative Proposal 2 of 2022, as implemented by Public Act 25 of 2023, since municipal clerks are now required to count ballots of absent uniformed services and overseas voters that are postmarked on or before election day, as long as they are received within six days of the election day (November 10, 2025).

Because the election won't be officially certified by the November 10, 2025 regular City Council meeting, the administration of the constitutional oath of office will necessarily be delayed, as it was in 2023. Although not guaranteed, it is expected that the Board of Canvassers will be able to officially declare the election results prior to the November 17, 2025 regular Troy City Council meeting, allowing for the oath of office to be administered at that meeting to the successful City Council candidates.

Since the election law changes in 2023, City Administration has advocated with other municipalities and organizations to seek a legislative state-wide fix, and there are currently bills pending in both the Michigan House and Senate that would require all new municipal terms to commence on December 1 following an election. In the interim, many municipalities are required to pursue a work-around process so that voters are not disenfranchised and have representation.

In 2023, City Council passed a resolution, recognizing that this extenuating circumstance prevented four of the seven City Council members from taking the constitutional oath of office until the first meeting after the Oakland County Board of Canvassers certification of the election. Absent this affirmative action, there would have been at least one meeting with only

three City Council members, and there are Council matters that require at least four affirmative votes, and sometimes five. Similar to the process in 2023, City Administration again recommends that City Council pass a resolution to provide for a full complement of City Council members until the start of the November 17, 2025 regular City Council meeting, when the constitutional oaths of office can be administered to the successful candidates.



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

J.9.

Date: November 10, 2025

To: Frank A. Nastasi, City Manager

From: Robert J. Bruner, Deputy City Manager
Chris Wilson, Assistant City Manager
Robert Maleszyk, Chief Financial Officer
Kyle Vieth, Controller
Renee Hazen, City Treasurer

Subject: City Incurring Cost of Website Electronic Check Payments

History

Since November 2013, the City has used Point & Pay LLC for the processing of credit card, debit card and electronic check (e-check) payments made from the City's website. This has provided City of Troy customers the convenience and time savings of paying for building permits, property taxes, water/sewer bills, miscellaneous billing invoices, and birth and death certificates from anywhere, using the City's website. This has also substantially reduced staff time handling in person, over-the-counter transactions, or processing mailed-in or drop-box payments. The import process to post all Point & Pay transactions into our software databases is extremely smooth, taking only minutes to post hundreds of payments accurately. The cost for this service is paid for by the customer at the time of each transaction. As payment technology has become more efficient and ubiquitous over the years, customers have come to expect electronic check payments to be free of charge. Originally, the fee was \$3.00 per transaction, then reduced to \$.85 in 2024. In order to encourage this very efficient, low-processing-cost method of payment, the Finance team would like to eliminate the fee altogether to patrons making e-check payments. With no service fee passed on to the customer, Point & Pay LLC would charge the City \$.65 per e-check transaction.

Financial

The City has benefited financially from utilizing Point & Pay, as we have not had in-house personnel manually processing the 38,000 annual transactions. Of those, 10,000 have been electronic (e-check) payments, with the remaining being credit and/or debit payments. The annual cost to the City to absorb the electronic payment fee of \$.65 would be \$6,500, based on current usage.

Recommendation

The Finance Team recommends that the City incur the \$.65 service fee for Point & Pay website electronic-check payment transactions, in order to offer our customers another no-cost payment option, as well as to continue benefiting from the very low overhead cost of processing Point & Pay transactions.



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

J.10.

Date: November 10, 2025

To: Frank Nastasi, City Manager

From: Bob Bruner, Deputy City Manager
Chris Wilson, Assistant City Manager
G. Scott Finlay, City Engineer/Traffic Engineer

Subject: Traffic Committee Recommendations – October 15, 2025

6. Request for No Parking Zone Extension – Adler Court

BE IT RESOLVED, that a NO PARKING ZONE be established in front of 4862 & 4874 Adler Ct on school days between 7:00 AM-9:00 AM and 3:00 PM-5:00 PM

7. Request for Traffic Control – Warwick Drive at Folkstone Drive

BE IT RESOLVED, that the Warwick Drive Approach at Folkstone Drive be modified from UNCONTROLLED to YIELD CONTROLLED.

The meeting minutes are attached.

A regular meeting of the Troy Traffic Committee was held Wednesday, October 15, 2025 in the City Council Board Room at Troy City Hall. Al Petrulis called the meeting to order at 7:30 p.m.

1. Roll Call

Present: Timothy Battle
Dale Christiansen
Al Petrulis
Justin Rose

Absent: Shama Kenkre
Abi Swaminathan
Pete Ziegenfelder
Deputy Fire Chief, Michael Koehler

Also present: G. Scott Finlay, City Engineer
Sgt. Brian Warzecha, Police Department
Merissa Clark, Administrative Assistant

2. Minutes – July 16, 2025 Traffic Committee

Resolution # 2025-10-13
Moved by Christiansen
Seconded by Petrulis

To approve the July 16, 2025 minutes as printed.

Yes: Battle, Christiansen, Petrulis, Rose
No: None
Absent: Kenkre, Swaminathan, Ziegenfelder

MOTION CARRIED**PUBLIC HEARINGS****3. No Public Hearings****REGULAR BUSINESS****4. Request for No Parking – Albany Court at Heritage Drive**

Several residents on Albany Court have requested that the NO PARKING ZONE be created on the south side of Albany Court, east of Heritage Drive. They have indicated that there is a safety hazard at Albany Court and Heritage Drive due to parked vehicles blocking visibility. Requesting a No Parking Zone for the first three spots to prevent accidents and protect the school drop-off area.

The Traffic Committee received 1 email in favor.

Mr. Khatri, lives at 3071 Albany, and is in support of the No Parking being installed, because when cars park on the street it causes an obstruction to the flow of traffic.

Mr. O'Herron, lives at 3083 Heritage, and is not in favor of the no parking being installed, and stated that if his work van is in the way he will gladly park somewhere else.

Mr. Rose asked Sgt. Warzecha if the sign would be helpful, Sgt. Warzecha stated it would be helpful and since it's a court it is not heavily trafficked.

Mr. Rose asked if a two-car length No Parking sign was installed if that would be helpful, that way new residents moving in and visitors are aware of it?

Mr. Christiansen thinks it would be helpful, especially with right turns onto Albany Ct.

Mr. Petrulis is concerned that this is a very common intersection, and is wondering if it's really necessary?

Mr. Battle asked if a temporary sign could be installed, Sgt. Warzecha explained that it probably would not help anything in the long run because once removed parking would return.

Mr. O'herron stated he will switch where he parks, and not park his work vehicle in the area that is a problem.

Mr. Rose mentioned that this item could be brought back at a later time if the issue continues.

Mr. Christiansen would like to make a motion to install a "No Parking 30' from intersection"

Mr. Kahtri and Mr. O'herron explained that the street is filled with cars, and that the 30' of No Parking would be great.

Resolution # 2025-10-14

Moved by Rose

Seconded by Battle

BE IT RESOLVED, that **NO CHANGE** be made to the current parking.

Yes: Battle, Petrulis, Rose

No: Christiansen

Absent: Kenkre, Swaminathan, Ziegenfelder

MOTION CARRIED

5. Request for No Parking Zone – Locksley Court at Wolverine Drive

Adam Conrad, homeowner at 2705 Locksley Court, provided the following: Attached is a picture of what we experience when pulling out of Locksley Ct. As you can see, we are completely blind to traffic heading southbound on Wolverine. This picture was my view when pulling this past spring. My other concern is the little kids crossing. There have been times when cars heading southbound on Wolverine turn quickly onto Locksley Court, and they cannot see if little kids are crossing the street.

The Traffic Committee received 2 emails in favor, and 1 voicemail.

Ms. Wolgast lives at 3332 Wolverine, she does not see a reason for this sign to be placed, parking has not been an issue in all the years she has lived here (1988). Thinks it is not fair to all the other neighbors who are not going to be able to have guests park there.

Mr. Conrad lives at 2705 Locksley, and requested this be looked at by the Traffic Committee. He explained how hard it is to see when he and his neighbors (young, old, and new drivers) pull out onto to Wolverine. He thinks the No Parking sign being installed, when the law is already 15' from an intersection, would make this a lot safer for everyone.

Mr. Battle asked how often it happens, and Sgt. Warzecha asked if it's just one car in particular.

Mr. Conrad said no, it is just a place a lot of people like to park.

Mr. Netter, of 3346 Wolverine, asked if this item could also be tabled/no change like the previous item in the Traffic meeting.

Mr. Rose explained that this item is actually more of a safety issue than the other item.

Mr. Netter than asked if a 3-way stop sign could be installed there.

Ms. March of 3318 Wolverine, stated its most likely her son's girlfriend's car and will have her move it and not park there again, she was not aware she needed to be 15' from the intersection.

Mr. Christiansen asked Mr. Finlay if it could just be painted, Mr. Finlay stated he has not heard of that, but maybe yellow paint could be an option.

A resident asked to have the 15' measured on the GIS screen, and Mr. Finlay showed the room it would be about the center of the driveway at 3332 Wolverine.

Ms. March asked about parking on the other side of the intersection (south side of Locksley), and the board explained that 15' from that intersection is also No Parking.

Mr. Christiansen doesn't see an issue with a No Parking to the curb sign being installed, it would just be the 15' that is already required by State Law.

Mr. Petruilis explained that this issue can be pointed out at every intersection, but doesn't seem necessary since it is the law.

Mr. Christiansen made a motion to have two No Parking signs installed, indicating the 15' that

they are not allowed to park in.

Mr. Battle asked the audience if this could be discussed upon neighbors since everyone is now aware of the No Parking 15' from an intersection.

Mr. Battle made a motion for No change to be made at this time.

Resolution # 2025-10-15

Moved by Battle

Seconded by Rose

BE IT RESOLVED, that **NO CHANGE** be made to the current parking.

Yes: Battle, Petrulis, Rose

No: Christiansen

Absent: Kenkre, Swaminathan, Ziegenfelder

MOTION CARRIED

6. Request for No Parking Zone Extension – Adler Court

The Troy School District Transportation Safety Manager has requested that the No Parking Zone around Adler Court be extended north of 4874 Adler Court. The following is the concern raised: Would it be possible to move the “No Parking Ends” sign farther along on the cul-de-sac? As it stands, a car could park legally in the cul-de-sac, which would prevent my buses from safely negotiating the turnaround.

Mr. Chol lives at 4851 Adler Ct, and explained it's the drivers, and the design of the cul-de-sac in this subdivision.

Mr. Rose asked Mr. Finlay if this particular development met City Standards when it was built, Mr. Finlay it was built to our City Standards and explained that the No Parking signs are always installed on the Water Main side in Troy.

Mr. Rose asked if the Fire Trucks are able to make the turns with or without parking.

A resident in the sub stated without parking they can, and that it's the design of the cul-de-sac. Mr. Finlay showed a few existing cul-de-sac's in the area.

Mr. Rose added, that typically buses don't use cul-de-sac's for drop off, but the Mr. Chol explained that they have two special needs children in the sub so they do use the cul-de-sac on school days.

Mr. Chol asked if could be limited to certain days and times?

Sgt. Warzecha pointed out that it would need to be two No Parking signs installed.

The resident at 4862 Adler asked if he could put up a speed limit sign in the subdivision.

Mr. Christiansen stated that if it's just coming down to parking spots, he doesn't see a reason why the two signs should not be added if it's going to help the bus drivers.

Resolution # 2025-10-16

Moved by Battle

Seconded by Rose

BE IT RESOLVED, that a NO PARKING ZONE be established in front of 4862 & 4874 Adler Ct on School days between 7:00 AM-9:00AM and 3:00PM-5:00PM.

Yes: Battle, Christiansen, Petrulis, Rose

No: None

Absent: Kenkre, Swaminathan, Ziegenfelder

7. Request for Traffic Control – Warwick Drive at Folkstone Drive

Toby Gosselin of 5190 Folkstone requested that the intersections be reviewed for the purpose of updating the traffic control at the intersection. Toby provided the following comment: We need a Yield Sign for Harwich at Folkstone Drive as soon as possible. There have been several close calls at this intersection as Harwich drivers speed through, failing to yield to oncoming traffic. This is a busy school route in Sylvan Glen subdivision.

Mrs. Pelliccia asked for an explanation on how this was started, how the traffic study was done, and asked how it's determined for how many signs are installed. She also added that the street is very busy street, and very short. She has lived in this subdivision for 40 years and doesn't think a stop sign is needed.

The Traffic Committee read her OHM's recommendation, and explained the process for how this was brought to the committee, and how the study was done.

Mr. Rose explained that he agrees with what OHM suggested about installing a Yield sign at this intersection, and that it would be very clear to the drivers.

Mr. Battle agrees with Mr. Rose and stated that he lives in the area and does see the issue.

RESOLVED, that the Warwick Drive Approach at Folkstone Drive be modified from UNCONTROLLED to YIELD CONTROLLED.

Resolution # 2025-10-17

Moved by Rose

Seconded by Battle

Yes: Battle, Christiansen, Petrulis, Rose

No: None

Absent: Kenkre, Swaminathan, Ziegenfelder

8. Public Comment

No public comment.

9. Other Business

No other business.

9. Adjourn

The meeting adjourned at 9:05 PM.

Pete Ziegenfelder -Chairperson

G. Scott Finlay, City Engineer/Traffic Engineer

G:\Traffic\aaa Traffic Committee\2025\15_October_2025\1015_Minutes_Traffic Committee DRAFT



September 11, 2025

Mr. Scott G Finlay, PE
City Engineer
City of Troy
500 W. Big Beaver Rd
Troy, MI 48084

RE: Traffic Control Recommendation for Harwich Drive at Folkstone Drive

Dear Mr. Finlay:

As requested, we have reviewed the intersection of Harwich Drive at Folkstone Drive to determine the proper traffic control. Harwich Drive at Folkstone Drive is a 3-legged intersection located in the City of Troy. The speed limit on both streets under investigation is 25 mph. The intersection does not have any stop-controlled approaches. Attached are aerial and intersection photos.

Types of Roadways

Both Harwich Drive and Folkstone Drive are considered local streets. Harwich Drive runs east to west offering neighborhood access between Hertford Drive and Folkstone Drive. Folkstone Drive runs north to south and provides access to the neighborhood and several other neighborhood streets.

The surrounding land use is entirely single-family residential. On-street parking is permitted on the south side of Harwich Drive and the west side of Folkstone Drive. For the purpose of analysis Folkstone Drive is presumed to be the major road, while Harwich Drive is considered the minor road. Both Harwich Drive and Folkstone Drive serve as key routes throughout the neighborhood.

Traffic Control Analyses

Traffic control analyses described herein adheres to the requirements presented in the Michigan Manual on Uniform Traffic Control Devices (MMUTCD) that are considered mandates of state law. A reference document explaining the background behind the analyses is attached to this memo.

Crash Analysis

Based on information obtained through the Traffic Improvement Association of Michigan, there were no crashes recorded in the past full five (5) years within a 250' radius of the intersection. The crash history does not constitute a compelling case for modifying the existing controls.

Traffic Volumes

Traffic counts were not collected in the vicinity of the intersection. Traffic volumes in residential areas are predominantly driven by the number of single-family residential homes in the neighborhood. Based on the residential nature and the number of homes in the surrounding area it is highly improbable that this location would satisfy any of the minimum volume warrants for an all-way STOP (see attached Reference Guide) for the following reasons.

It is extremely unlikely that Folkstone Drive meets and sustains the 300 vehicles per hour threshold for a minimum of 8 hours. The combined vehicular, pedestrian, and bicycle volumes entering from Harwich Drive is similarly unlikely to average at least 200 units for any 8 hours. Additionally, since the posted speed limit is only 25 mph, it is reasonable to



assume that the 85th percentile approach speed does not exceed 40mph on either road; thus, the minimum vehicular volume warrants cannot be discounted to 70 percent of the values described previously. Finally, the study intersection is likely to fall significantly shy even of the reduced 80 percent volumes, based on expected trip generation for this neighborhood. Therefore, we anticipate that the minimum volume criteria for an all-way STOP has not likely been met.

Approach Speed Limits

The approach speed limit on all study streets is 25 mph. Speed limits alone cannot be used in this case to determine which direction of traffic should be assigned the right-of-way.

Sight Distance

The major potential sight distance obstruction at the intersection of Harwich Drive at Folkstone Drive for a motorist traveling eastbound on Harwich Drive would be the house corners on the northwest and southwest quadrants of the intersection. These obstructions impact the calculated safe approach speeds for the intersection. The safe approach speed is the speed at which a vehicle can approach an intersection and still stop in time to avoid a collision with a vehicle seen on the cross street.

When the safe approach speed is found to be 10 mph or less, a STOP sign is recommended. When the safe approach speed is found to be more than 10 mph, a YIELD sign is recommended. In this case, the safe approach speed for eastbound vehicles on Harwich Drive is 17.0 mph due to the permanent sight distance obstruction from the house corner on the southwest quadrant. Thus, based on the safe approach speed calculations, YIELD-control is the computed right-of-way control for Harwich Drive approach. The safe approach speed calculation spreadsheet for the intersection is attached for reference.

Recommendation

The preceding analysis did not determine that any criteria were met for all-way STOP-control. The safe approach speed calculations suggested YIELD-control would be appropriate for the minor street (Harwich Drive) approach.

OHM recommends implementing a YIELD sign on the Harwich Drive approach. The intersection should be reevaluated if traffic volumes increase or crashes begin to occur.

Sincerely,
OHM Advisors

Lauren Hull, PE, RSP₁
Traffic Engineer

Attachments:

- Aerial Photo
- Safe Approach Speed Calculation Spreadsheet
- Intersection Photos
- Traffic Control Determination Reference Guide



Safe Approach Speed Calculation

Folkstone Drive and Harwich Drive
City of Troy

Measured:

Width of Roads
Road 1 = 28 (ft)
Road 2 = 28 (ft)
Distance to Obstruction
a = 70 (ft)
b = 45 (ft)
c = 57 (ft)
d = 43.5 (ft)
Angle of Intersection
Delta = 90 (degrees, measure counterclockwise)
Road 1 Posted
Speed Limit = 25 (mph)

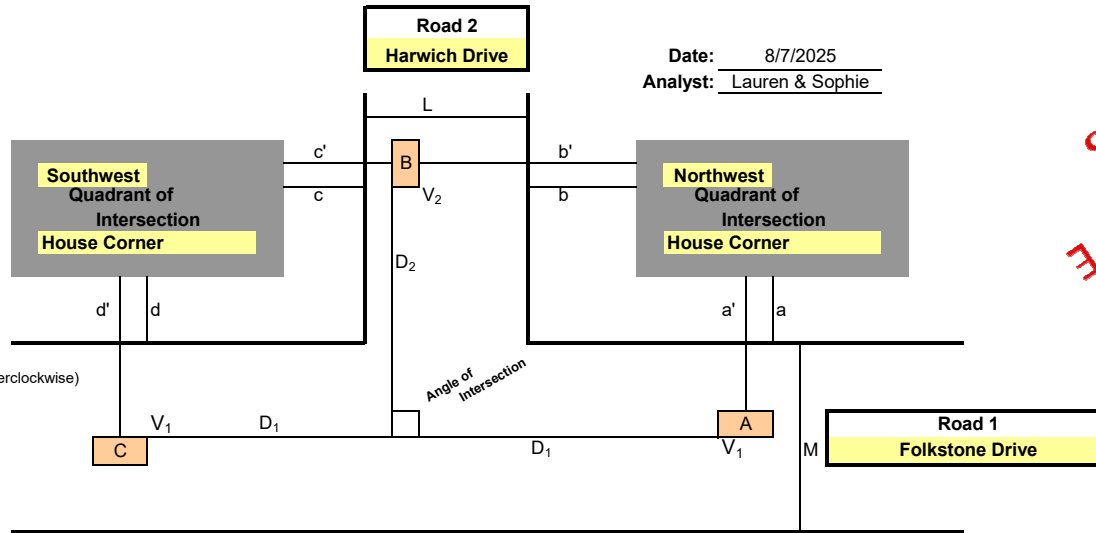
Assumed:

Speed of Vehicle A = Speed of Vehicle C
= Posted Speed Limit on Road 1
+ 5 (mph)
V₁ = 30 (mph)
Perception / Reaction Time (AASHTO)
t = 2.5 (sec)
Deceleration rate (AASHTO)
A = 11.20
Clearance distance in excess of safe stopping distance (AAA)
EC = 0 (ft)

Calculated Safe Approach Speed for Vehicle B
Approaching on Road 2

19.8 (mph) [Based on Veh. A]
or V₂ = 17.0 (mph) [Based on Veh. C]

Threshold of Safe Approach Speed (AAA, FHWA & NSC)
to Recommend STOP Control 10.0 (mph)
to Recommend YIELD Control 25.0 (mph)
Otherwise Recommends NO CONTROL.



Intermediate Calculations:

D₁ = 196
D_{2A} = 110
D_{2C} = 90.4

a' = 76
b' = 61
c' = 63
d' = 59.5

Based On $D_1 = (1.075 V_1^2 / A) + 1.4667 V_1 t + EC$
 $D_{2A} = \frac{a' * D_1}{(D_1 - b')}$ or $D_{2C} = \frac{c' * D_1}{(D_1 - d')}$

Notes: Enter field measurements in yellow highlighted area.
Blue fields are std. default values; change only for cause.
Calculated by spreadsheet

Recommended ROW control for Road 2
based on safe approach speed : YIELD SIGN



Photograph No. 1: Harwich Drive – Heading East Looking Left
Date: 08/07/2025 **Photographer:** Lauren Hull



Photograph No. 2: Harwich Drive – Heading East
Date: 08/07/2025 **Photographer:** Lauren Hull



Photograph No. 3: Harwich Drive – Heading East Looking Right
Date: 08/07/2025 **Photographer:** Lauren Hull



Photograph No. 4: Folkstone Drive – Heading North Looking Left
Date: 08/07/2025 **Photographer:** Lauren Hull



Photograph No. 5: Folkstone Drive – Heading North
Date: 08/07/2025 **Photographer:** Lauren Hull



Photograph No. 6: Folkstone Drive – Heading South
Date: 08/07/2025 **Photographer:** Lauren Hull



Photograph No. 7: Folkstone Drive – Heading South Looking Right
Date: 08/07/2025 **Photographer:** Lauren Hull

Reference Guide on Traffic Control Determination in the State of Michigan

Background

This document is intended to be used as a reference guide for performing intersection traffic control studies of intersections on public roadways in Michigan. The document explains the procedure and requirements necessary to implement traffic control at an intersection as stipulated by the Michigan Manual on Uniform Traffic Control Devices (MMUTCD). Act 300 of Public Acts of 1949 (as amended) requires the adoption of this Manual, and further requires conformance to the manual for all state highways, county roads and local streets open to public travel.

Generally, the starting premise is an uncontrolled intersection. The first step would then be to verify if the intersection should remain uncontrolled or if YIELD or STOP controls on the minor street approach(es) should be provided. For locations with higher traffic volumes and /or crash issues, then an evaluation of the location for all-way STOP warrants would be performed. The appropriate analysis for each level of control described below.

YIELD Traffic Control Guidance

The use of a YIELD sign is intended to assign the right-of-way at intersections where it is not usually necessary to stop before proceeding into the intersection. Conversely, the STOP sign is intended for use where it is usually necessary to stop before proceeding into the intersection.

The following conditions should be fully evaluated to determine how the right-of-way should be assigned:

- Traffic Volumes: Normally, the heavier volume of traffic should be given the right-of-way.
- Approach Speeds: The higher speed traffic should normally be given the right-of-way.
- Types of Highways: When a minor highway intersects a major highway, it is usually desirable to control the minor highway.
- Sight Distance: Sight distance across the corners of the intersection is the most important factor and is critical in determining safe approach speeds.

STOP Traffic Control Guidance

Based on the MMUTCD there are four conditions where STOP signs may be warranted:

- At the intersection of a less important road with a main road where application of the normal right-of-way rule is unduly hazardous.
- On a street entering a through highway or street.
- At an unsignalized intersection in a signalized area.
- At other intersections where a combination of high speed, restricted view, or crash records indicate a need for control by the STOP sign.

In many cases STOP signs are installed where they may not be warranted. Traffic experts agree that unnecessary STOP signs:

- Cause accidents they are designed to prevent.
- Breed contempt for other necessary STOP signs.
- Waste millions of gallons of gasoline annually.
- Create added noise and air pollution.
- Increase, rather than decrease, speeds between intersections.

There is also an explicit restriction in the MMUTCD that STOP signs are not to be used for speed control, in Section 2B.04.

Evaluation of All-Way STOP Traffic Control

Based on the MMUTCD there are four conditions where **all-way** STOP signs may be warranted:

- A. *Where traffic control signals are justified, the multi-way stop is an interim measure that can be installed quickly to control traffic while arrangements are being made for the installation of the traffic control signal.*
- B. *Five or more reported crashes in a 12-month period that are susceptible to correction by a multi-way stop installation. Such crashes include right-turn and left-turn collisions as well as right-angle collisions.*
- C. *Minimum volumes:*
 - 1. *The vehicular volume entering the intersection from the major street approaches (total of both approaches) averages at least 300 vehicles per hour for any 8 hours of an average day; and*
 - 2. *The combined vehicular, pedestrian, and bicycle volume entering the intersection from the minor street approaches (total of both approaches) averages at least 200 units per hour for the same 8 hours, with an average delay to minor-street vehicular traffic of at least 30 seconds per vehicle during the highest hour; but*
 - 3. *If the 85th-percentile approach speed of the major-street traffic exceeds 40 mph, the minimum vehicular volume warrants are 70 percent of the values provided in Items 1 and 2.*
- D. *Where no single criterion is satisfied, but where Criteria B, C.1, and C.2 are all satisfied to 80 percent of the minimum values. Criterion C.3 is excluded from this condition.*

Traffic Committee Recommendations – October 15, 2025

Resolution #2025-11

6. Request for No Parking Zone Extension – Adler Court

BE IT RESOLVED, that a NO PARKING ZONE be established in front of 4862 & 4874 Adler Ct on School days between 7:00 AM-9:00 AM and 3:00 PM-5:00 PM

Resolution #2025-11

7. Request for Traffic Control – Warwick Drive at Folkstone Drive

BE IT RESOLVED, that the Warwick Drive Approach at Folkstone Drive be modified from UNCONTROLLED to YIELD CONTROLLED.



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

K.1.a.

Date: November 10, 2025

To: Frank Nastasi, City Manager

From: Bob Bruner, Deputy City Manager
Chris Wilson, Assistant City Manager
Kurt Bovensiepe, Public Works Director
Courtney Flynn, Communications Director

Subject: Community Development Block Grant (CDBG) 2025 Funds – Public Hearing Announcement for November 17, 2025

Background

Oakland County has advised the City of Troy can likely expect funding to support Public Service and Public Facilities and Improvements for the Community Development Block Grant (CDBG) Program Year 2026. Funding estimates for the Public Services portion of the program are anticipated to be similar to what was allocated for CDBG Program Year 2025. Funding allocations for Public Facilities and Improvements will be based on competitive proposals, which are not due until December 5, 2025. A determination of funding for Troy's CDBG Projects will not come until after all Oakland County CDBG Subrecipient applications are submitted.

The following projects are being recommended for the 2026 CDBG program:

Public Facilities and Improvements: Continued construction of the all-inclusive playground structure at Boulan Park

Public Services: Yard Services

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

Recommendation

It is recommended that City Council hold a public hearing on November 17, 2025 to approve the Community Development Block Grant (CDBG) PY2025 application. The PY2026 Application project funds will be used for two different projects. The first project is to support the construction of a new play structure that accommodates children of all abilities, ensuring that they can participate in active play.

The City will also utilize the maximum amount allowed (30 percent) of the PY2026 funds to fund the City's Yard Assistance Program. This program serves low-income seniors and persons with disabilities.

CITY OF TROY
PUBLIC HEARING NOTICE

A Public Hearing will be held by and before the City Council of the City of Troy at City Hall, 500 W. Big Beaver, Troy, Michigan on Monday, November 17, 2025 at 7:30 pm, or as soon thereafter as the agenda will permit, for the purpose of hearing public comments on the Community Development Block Grant Program Year 2026 application to fund eligible projects. You may express your opinion by writing this office or by attending the Public Hearing.

M. Aileen Dickson, MMC, MiPMC 3
City Clerk

PUBLISHED: October 30, 2025
POSTED: October 24, 2025

Notice: People with disabilities needing accommodations for effective participation should contact the City Clerk's Office at 248.524.3317 at least two working days in advance of this meeting. An attempt will be made to make reasonable accommodations.



500 West Big Beaver
Troy, MI 48084
troymi.gov

BOARD & COMMITTEE MINUTES COVER SHEET

O.1.a.

Board and Committee Minutes:

O.1.a. Joint Local Development Finance Authority Minutes-Final - October 21, 2024

ATTACHMENT(S): 20251110 Joint LDFA Minutes-Final-October 21, 2024

Final Minutes
Joint Local Development Finance Authority Troy
Regular Meeting of October 21, 2024

The meeting, held at Troy City Council Boardroom, was called to order at 3:30 p.m. by Chair Fred Zorn.

Members Present: Chair Fred Zorn
Ethan Baker (Alternate)
Austen Michaels
Justin Prybylski
Sandra Bachert
Anthony Rosenblum
Fabrice Smieliauskas
Ellen Hodorek (Alternate)
Louis Starks (County Representative)

Members Absent: James Schmitz

Also Present: Rochelle Katz-Freeman
Lori Grigg Bluhm, Troy City Attorney
Tom Kelly, Executive Director & CEO of Automation Alley
Mark Adams, Troy Economic Development Manager
Kelly Timm, Troy City Assessor
Renee Hazen, Troy City Treasurer
Dylan Clark, Troy City Management Analyst

ELECTION OF OFFICERS

Appointments were made to the positions of Chair, Vice Chair and Treasurer/Secretary.

Nominations: Fred Zorn-Chair, Justin Prybylski-Vice Chair, Mark Adams
Treasurer/Secretary.

Resolution # LDFA Joint Committee 2024-10—01

Moved by Austen Michaels

Second by Fabrice Smieliauskas

RESOLVED, that the LDFA appoints Fred Zorn as Chair, Justin Prybylski as Vice-Chair, Mark Adams as Treasurer/Secretary for the 2024 year

Yeas: 9

Nays: 0

Final Minutes
Joint Local Development Finance Authority Troy
Regular Meeting of October 21, 2024

APPROVAL OF MINUTES

Resolution # LDFA Subcommittee 2024-10-02

Moved by Fabrice Smieliauskas

Seconded by Anthony Rosenblum

RESOLVED, that the LDFA Joint Committee approve the minutes of the October 23, 2023 meeting.

Yeas: 9

Nays: 0

OLD BUSINESS

None.

NEW BUSINESS

- Rochelle Freeman gave an update on the City of Southfield Smart Zone that highlighted numerous new businesses and a focus on tech and defense businesses. The SmartZone is working to provide support for industry 4.0, mobility firms, project diamond and industrial decarbonization.
- Mark Adams gave a brief update City of Troy SmartZone which encompasses Automation Alley. Savin is a new temporary A2 tenant that specializes in Automotive technology this firm received a grant from the State of Michigan and will bring over 100 jobs to Troy. Mark also touched on the networking events that Automation Alley sponsors for foreign firms and the distribution of phase 2 3D printers to local businesses to assist with transitioning to industry 4.0.
- Tom Kelly requested financial assistance for Automation Alley new roof. He estimated the cost to be \$200,000. City administration will review his request after a more detailed financial proposal is submitted and subsequently present to the board.

Final Minutes
Joint Local Development Finance Authority Troy
Regular Meeting of October 21, 2024

C. Approval of the 2025 Annual Meeting Schedule

Resolution # LDFA Joint Committee 2024-10-03

Moved by Louis Starks

Seconded by Fabrice Smieliauskas

RESOLVED, that the LDFA approves the proposed annual meeting schedule for the year 2025.

Yeas: 9

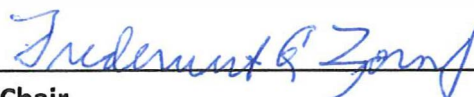
Nays: 0

BOARD MEMBER COMMENT

Fabrice Smieliauskas mentioned using Solar panels for the Automation Alley roof replacement and after some general discussion it was determined that the cost might be prohibitive. Fabrice also mentioned a meeting that took place at Southfield to determine if it was of any financial benefit for both the Troy SmartZone and Southfield SmartZone to do joint projects. More research needs to take place to determine if it's a benefit and Southfield will supply additional information on some sustainability grants that might help cover some of the cost for A2 new roof and charging stations.

Meeting was adjourned at 4:00 p.m.

The next scheduled meeting is October 20, 2025 – 3:30 p.m.

 10/20/2025
Chair Date

 10-20-2025
Secretary Date



500 West Big Beaver
Troy, MI 48084
troymi.gov

BOARD & COMMITTEE MINUTES COVER SHEET

O.1.b.

Board and Committee Minutes:

O.1.b. Brownfield Redevelopment Authority Minutes-Final - April 15, 2025

ATTACHMENT(S): 20251110 BRA Regular Meeting Minutes-Final-April 15, 2025

Final Minutes Troy Brownfield Redevelopment Authority Annual Meeting – April 15, 2025

The meeting was called to order at 3:00 p.m. by Chair Joseph Vassallo.

Members Present: Joseph Vassallo (Chair)
Joseph Beyer (Vice Chair)
Carolina Noguez-Ortiz
Hemanth Tadepalli
Rosemary Kornacki
Steve Gottlieb

Members Absent: None

Also Present: Lori Bluhm, City Attorney
Mark Adams, Troy BRA Secretary/Treasurer
Bob Bruner, Deputy City Manager
Kelly Timm, City Assessor
Dylan J Clark, Senior Management Analyst

ELECTION OF OFFICERS (Chairperson, Vice-Chairperson and Secretary/Treasurer)

Resolution # BRA 2025-04-01
Moved by Rosemary Kornacki
Seconded by Hemanth Tadepalli

RESOLVED, that Joseph Vassallo be elected as Chair.

Yeas: 6
Nays: 0

Resolution # BRA 2025-04-02
Moved By: Steve Gottlieb
Second By: Rosemary Kornacki

RESOLVED, that Joseph Beyer be elected Vice Chair.

Yeas: 6
Nays: 0

Resolution # BRA 2025-04-03
Moved By: Joseph Vassallo
Second By: Joseph Beyer

RESOLVED, that Mark Adams be elected Secretary/Treasurer

Yeas: 6
Nays: 0

Final Minutes Troy Brownfield Redevelopment Authority Annual Meeting – April 15, 2025

APPROVAL OF MINUTES

Resolution # BRA 2025-04-04

Moved By: Joseph Beyer

Seconded By: Carolina Noguez-Ortiz

RESOLVED, that the BRA approve the minutes of the October 15, 2024 regular meeting.

Yeas: 6

Nays: 0

OLD BUSINESS

Mark Adams, Economic Development Manager, provided an overview of existing Brownfields:

- A. TCF Bank Property, Somerset and Village of Troy are all actively receiving reimbursement checks.
- B. Regency Manor is closed and no invoices were submitted for reimbursement.
- C. Harrison Poolside has not broken ground and is currently working on amending the workplan.
- D. The Village of Troy has submitted invoices for reimbursement.
- E. K-mart goes for site-plan review April 22, 2025

NEW BUSINESS

A. 2025/2026 Budget

Mark Adams provided an overview of the budget to the BRA.

Resolution # BRA 2025-04-05

Moved By: Carolina Noguez-Ortiz

Seconded By: Rosemary Kornacki

RESOLVED, that the Troy BRA recommends that the 2025/26 Budget be presented to City Council for approval.

Yeas: 6

Nays: 0

Final Minutes Troy Brownfield Redevelopment Authority Annual Meeting – April 15, 2025

B: 2025 Regular Meeting Schedule Change

The BRA discussed changing the October 21, 2025 meeting time to 12 PM. The BRA also discussed keeping this change for all meetings moving forward, subject to board approval. Additional special meetings may be called by the Chair.

Resolution # BRA 2025-04-06

Moved By: Joseph Beyer

Second By: Joseph Vassallo

RESOLVED, that the Troy Brownfield Redevelopment Authority amend the 2025 meeting schedule to a start time of 12 PM.

Yeas: 6

Nays: 0

BOARD MEMBER COMMENT

General discussion took place about potential Brownfield projects.

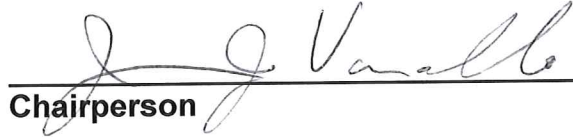
PUBLIC COMMENT

None.

Final Minutes Troy Brownfield Redevelopment Authority
Annual Meeting – April 15, 2025

Meeting was adjourned at 3:40 p.m.

The next regularly scheduled meeting is October 21, 2025 – 12:00 p.m.

	<u>10/21/25</u>
Chairperson	Date

	<u>10/21/25</u>
Secretary	Date



500 West Big Beaver
Troy, MI 48084
troymi.gov

BOARD & COMMITTEE MINUTES COVER SHEET

O.1.c.

Board and Committee Minutes:

O.1.c. Animal Control Appeal Board Meeting Minutes-Final-July 23, 2025

ATTACHMENT(S): 2025 07 23 ACAB MEETING MINUTES-FINAL

On July 23, 2025 at 7:05 p.m., Chair Saeger called the Animal Control Appeal Board meeting to order.

1. ROLL CALL

Present:

Neharunnessa Abdullah
Tina Catron
Amin Hashmi
Al Petrulis
Jayne Saeger

Also Present:

Paul Evans, Zoning & Compliance Specialist
Allan Motzny, Assistant City Attorney

2. APPROVAL OF AGENDA-

MOTION by Petrulis
SECOND by Catron

RESOLVED to add an amendment after “Other Business” an item titled “Public Comment Related to Items Not on the Agenda”

Yes: All

MOTION PASSED

MOTION by Hashmi
SECOND by Petrulis

RESOLVED to approve the agenda as amended.

Yes: All

MOTION PASSED

3. APPROVAL OF MINUTES

MOTION by Petrulis
SECOND by Catron

RESOLVED, to approve the January 22, 2025 meeting minutes.

Yes: All

MOTION PASSED

4. PROCEDURE: Read by Vice Chair Petrulis

5. HEARING OF CASES:

A. 2135 Stratford, Dang Duong: In order to keep up to 4 hens, a waiver from the requirement that the property be at least .75 acres in area. The property is approximately .19 acres in area.

Mr. Evans provided an overview of the request. Petitioner advised the Board that his main reason for the request was for his young child. In response to Board member questions, petitioner said an 8 foot tall privacy fence surrounds the rear yard, that the animals are not yet present on the property, and that he spoke to two adjacent neighbors who were not opposed.

PUBLIC HEARING OPENED – No comments

PUBLIC HEARING CLOSED

Several Board members expressed concern over the relatively small size of the property and the relatively high density of the neighborhood.

MOTION by Petrulis

SECOND by Catron

RESOLVED, to DENY the request as the property is significantly below the minimum .75 acres required by the Animal Ordinance.

YES: All

MOTION APPROVED

B. 2699 Athena, JoAnn Phenegar: In order to keep up to 4 chickens, a waiver from the requirement that the property be at least .75 acres in area. The property is approximately .30 acres in area.

Mr. Evans provided an overview of the request. Petitioner advised the Board that she desired a hobby that she received 5 positive responses to her request from neighbors.

PUBLIC HEARING OPENED- one person spoke in favor. Chair Saeger summarized the 5 written comments provided by the applicant; all in favor.

PUBLIC HEARING CLOSED

Board member comments included that this property, while larger than the previous request, was still small, and also in the same, neighborhood with relatively high density. Board member Hashmi commented that the yard adjacent to the property was open, and that the subject property bordered on two streets potentially reducing neighbor impact

MOTION by Catron
SECOND by Abdullah

RESOLVED to DENY the request as the property is significantly below the minimum .75 acres required by the Animal Ordinance.

YES: All

MOTION APPROVED.

6. OTHER BUSINESS- None

7. PUBLIC COMMENT RELATED TO ITEMS NOT ON THE AGENDA:

The Board acknowledged and discussed a letter from Morgan Zach requesting the City consider adopting an ordinance banning puppy mill store fronts. Board member comments included:

- Questioning whether this request falls within the Board's role.
- How a similar ordinance worked for other cities.
- That this should start with the City Council.
- Not against the concept, willing to assist in a review, but are the Board is not the ordinance creators.
- Questioned what an ordinance may or could regulate.
- Asked whether such a law should be initiated at the State level.
- Two members are not confident they have the knowledge or qualification to accurately consider proposed regulations

Mr. Motzny explained how the request was directed to the Board by staff.

8. ADJOURNMENT - Chair Saeger adjourned the meeting at 7:53 pm

Respectfully Submitted,


Jayne Saeger, Chair


Paul Evans, Zoning & Compliance Specialist



500 West Big Beaver
Troy, MI 48084
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BOARD & COMMITTEE MINUTES COVER SHEET

O.1.d.

Board and Committee Minutes:

O.1.d. Brownfield Redevelopment Authority Special Meeting Minutes-Final - September 3, 2025

ATTACHMENT(S): 20251110 BRA Special Meeting Minutes-Final-September 3, 2025

Final Minutes Troy Brownfield Redevelopment Authority Special Meeting – 09/03/2025

The meeting of the Troy Brownfield Redevelopment Authority, in the Council Boardroom at Troy City Hall September 3, 2025 was called to order at 12:01 p.m. by Chair Joseph Vassallo.

Members Present: Joseph Vassallo, Chair
Joseph Beyer, Vice Chair
Carolina Noguez-Ortiz
Rosemary Kornacki
Hemanth Tadepalli

Members Absent: Steve Gottlieb

Also Present: Lori Bluhm, City Attorney
Mark Adams, Secretary/Treasurer
Chris Wilson, Assistant City Manager
Dylan Clark, Senior Management Analyst
Kelly Timm, City Assessor
Bryan Paris, Deputy City Assessor
Nate Forbes, Forbes LLC
Richard Barr, Honigman

OLD BUSINESS

None.

NEW BUSINESS

A. Termination of Brownfield Plan #5

Resolution # BRA 2025-09-01

Moved by: Joseph Beyer

Seconded by: Hemanth Tadepalli

RESOLVED, that the Troy Brownfield Redevelopment Authority recommends Termination of Brownfield Plan #5 contingent upon City Council Approval.

Yeas: 5
Nays: 0

Final Minutes Troy Brownfield Redevelopment Authority Special Meeting – 09/03/2025

B. Somerset West/Forbes/Frankel Troy Ventures, LLC

- Nate Forbes gave an overview of the proposed Somerset West development and confirmed that the University of Michigan will have a specialty hospital as the development's anchor tenant. Mr. Forbes touched on other potential development mixed-uses including housing, hotel and retail space.

Resolution # BRA 2025-09-0
Moved by: Rosemary Kornacki
Seconded by: Joseph Beyer

RESOLVED, that the Troy Brownfield Redevelopment Authority recommends approval of the Somerset West/Forbes/Frankel Troy Ventures, LLC Brownfield Plan #12, contingent upon City Council Approval.

Yeas: 5
Nays: 0

Resolution # BRA 2025-09-03
Moved by: Joseph Beyer
Seconded by: Carolina Noguez-Ortiz

RESOLVED, that the Troy Brownfield Redevelopment Authority approves, and authorizes the TBRA Secretary to sign, the Somerset West Forbes/Frankel Troy Ventures, LLC Brownfield Plan #12 Reimbursement Agreement contingent upon City Council Approval.

Yeas: 5
Nays: 0

BOARD MEMBER COMMENT

General discussion took place about the Somerset West project.

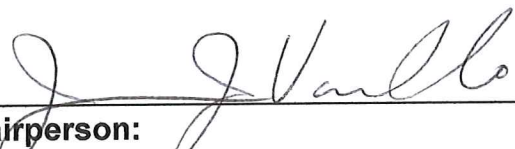
Final Minutes Troy Brownfield Redevelopment Authority
Special Meeting – 09/03/2025

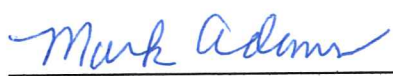
PUBLIC COMMENT

None.

Meeting was adjourned at 1:05 p.m.

The next scheduled meeting is October 21, 2025 – 12:00 p.m.

	<u>10/21/25</u>
Chairperson: Joseph Vassallo	Date

	<u>10/21/25</u>
Secretary: Mark Adams, Economic Development Manager	Date



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BOARD & COMMITTEE MINUTES COVER SHEET

O.1.e.

Board and Committee Minutes:

O.1.e. Planning Commission Meeting Minutes-Final-October 14, 2025

ATTACHMENT(S): 10 14 2025 FINAL MINUTES

Chair Perakis called the Regular meeting of the Troy City Planning Commission to order at 7:01 p.m. on October 14, 2025, in the Council Board Room of the Troy City Hall. Chair Perakis and Vice Chair Malalahalli presented opening remarks relative to the role of the Planning Commission and procedure for tonight's meeting.

1. ROLL CALL

Present:

Toby Buechner
Carlton M. Faison
Tyler Fox
Tom Krent
David Lambert
Lakshmi Malalahalli
Marianna Perakis
John J. Tagle

Absent:

Michael W. Hutson

Also Present:

Ben Carlisle, Carlisle Wortman & Associates
R. Brent Savidant, Community Development Director
Julie Quinlan Dufrane, Assistant City Attorney
Kathy L. Czarnecki, Recording Secretary

2. APPROVAL OF AGENDA

Resolution # PC-2025-10-058

Moved by: Fox
Support by: Faison

RESOLVED, To approve the agenda as prepared.

Yes: All present (8)
Absent: Hutson

MOTION CARRIED

3. APPROVAL OF MINUTES – September 23, 2025

Resolution # PC-2025-10-059

Moved by: Buechner
Support by: Krent

RESOLVED, To approve the minutes of September 23, 2025 Regular meeting as submitted.

Yes: All present (8)
Absent: Hutson

MOTION CARRIED

4. PUBLIC COMMENT – For Items Not on the Agenda

There was no one present who wished to speak.

SPECIAL USE APPROVAL

5. PUBLIC HEARING - SPECIAL USE APPLICATION (SU JPLN2025-0018) – Proposed Driveline Troy LLC Vehicle Sales, West side of Dequindre, North of Fourteen Mile (33475 Dequindre, PIN 88-20-36-476-073), Section 36, Currently Zoned IB (Integrated Industrial and Business) District

Mr. Carlisle reviewed the Special Use and Preliminary Site Plan application for the Driveline Troy LLC Vehicle Sales. He addressed the repurposing of an existing building, parking, reduction in impervious surface, significant landscape improvements and building façade improvements.

In summary, Mr. Carlisle expressed support for the overall project. He asked the Planning Commission to discuss with the applicant if any auto repair would be conducted on site, trash removal and building architectural features.

Mr. Carlisle asked the Planning Commission in its deliberations to consider if the application meets the Site Plan Review Design Standards (Section 8.06) and Special Use Approval Standards (Section 9.03). He said any approval of the application should be subject to the conditions identified in the Planning Consultant report dated October 9, 2025.

Present were Zaid Arabo of Zaid Design Build and applicant Romi Rsha. The gentlemen confirmed there would be no auto repair conducted on site and the majority, if any, prep work would be conducted off site.

Some comments during discussion related to the following:

- Stormwater management on site.
- Installation of pea gravel or grass in rear of site.
- Vehicular circulation.
- Layout of parking spaces in the front of the building.
- Traffic impact; less than restaurant use, parking of car haulers.
- Photometric plan; reduction of footcandles to meet Zoning Ordinance requirements.
- Improvements to building elevation.
- Trash removal, paperless business, dumpster not required on site.

- Landscaping; applicant will provide calculation.
- Sidewalk connection around building to the front door.
- Installation of gutters to eliminate potential pooling of water on pavement.

PUBLIC HEARING OPENED *(continued from September 23, 2025 meeting)*

There was no one present who wished to speak.

PUBLIC HEARING CLOSED

Resolution # PC-2025-10-060

Moved by: Krent

Seconded by: Fox

RESOLVED, That the proposed Driveline Troy LLC Vehicle Sales, West side of Dequindre, North of Fourteen Mile (33475 Dequindre), Section 36, Currently Zoned IB (Integrated Industrial and Business), meets the Special Use Standards as set forth in Section 9.03 and the Site Plan Standards set forth in Section 8.06, and be **granted** Special Use Approval and Preliminary Site Plan Approval, subject to the following conditions:

1. Reduce footcandles along the southern and northern property lines to meet Zoning Ordinance requirements.
2. Provide landscape calculation.
3. Replace proposed pea stone in the rear with grass.
4. Add one way markings on the pavement and signage so that traffic goes in one direction.
5. Add a sidewalk along the north side so that people from the rear of the property can get to the front door.

Discussion on the motion on the floor.

- Some Board members expressed support for the project.
- Layout and landscape screening of parking spaces in the front of the building.
- Consideration to paint the vinyl window frames a darker color (taupe) to match the building color scheme as presented in the rendering.

Vote on the motion on the floor.

Yes: All present (8)

Absent: Hutson

MOTION CARRIED

ZONING ORDINANCE TEXT AMENDMENT

6. ZONING ORDINANCE TEXT AMENDMENT (File Number 258) – Neighborhood Node Revisions

Mr. Carlisle initiated discussion on the remaining two key points of focus on the Neighborhood Node zoning districts.

- 1) Setbacks and landscape buffer adjacent to one family residential.

Mr. Carlisle addressed proposed language on a graduated standard that varies by site type. Following a brief discussion among the Board members, the consensus was to incorporate the proposed language as presented in the Planning Consultant report dated October 9, 2025 in the Public Hearing draft of the Zoning Ordinance.

- 2) Primary entrance requirements particularly for residential projects.

Mr. Carlisle encouraged the Board members to focus on the overall vision and intent of the building entrance requirements for residential projects. The Board members agreed that there should be a distinction between building entrance requirements for non-residential and residential projects. After a lengthy discussion and varying views and approaches expressed, the consensus of the Board members was to task the administration to prepare draft language for further discussion.

OTHER ITEMS

7. PUBLIC COMMENT – For items on the Agenda

There was no one present who wished to speak.

8. PLANNING COMMISSION COMMENT

There were general Planning Commission comments.

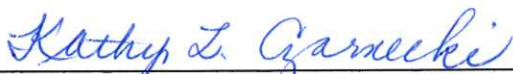
9. ADJOURN

The Regular meeting of the Planning Commission adjourned at 9:10 p.m.

Respectfully submitted,



Marianna J. Perakis, Chair



Kathy L. Czarnecki, Recording Secretary



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

O.2.a.

Date: November 10, 2025

To: Frank Nastasi, City Manager

From: Bob Bruner, Deputy City Manager
Chris Wilson, Assistant City Manager
Brian Goul, Recreation Department

Subject: Troy Racquet Club Annual Report

Attached is the Annual Report submitted by the Troy Racquet Club

Club Overview

The club continues to grow in membership and demand. Our focus for 2026 is to enhance our member experience and focus on our new Junior Progression Model, which promotes match play development.

In October 2025, the number of people on court each week averaged 1,425 and is expected to increase throughout the fall/winter.

Club Offerings

NEW Offerings

Adult Mixers

These themed tennis events coincide with holidays to offer social play for all skill levels.

Cardio Tennis

This is a new class coming to TRC in November 2025. As of January 2026, TRC will have multiple Cardio Tennis Certified Pros on staff, endorsed by the USTA.

Homeschool Classes

These classes are designed specifically for homeschool families incorporating tennis, pickleball, and physical education in a fun and interactive environment.

TRCA Classes

Troy Racquet Club Academy currently offers 53 classes per week.

Classes are offered for children as young as 4 up through adults. All levels are represented for all ages.

Current enrollment is 590, 65% of which are Troy residents.

League Play

There are 12 weekly leagues of approximately 115 players and 37 weekly organized groups of approximately 330 players.

Leagues and groups are available for singles, doubles, and many ranges of skill levels.

Suburban League Play

This is a traveling league throughout Southeast Michigan. Our Club Manager is the director of the league, encompassing 15 clubs in the region.

Troy has 6 Suburban teams of approximately 107 players.

USTA League Play

Troy is a premier facility for USTA Leagues in Southeast Michigan. We currently have 46 USTA teams.

With 510 players, we rank 4th of 36 participating facilities in Southeast Michigan.

USTA Junior Tournaments

Our Club Manager is a nationally recognized Tournament Director with the USTA. TRC is hosting 6 USTA Junior Tournaments from September-December 2025 and 20 Tournaments in 2026, including three USTA Level 5 events, the first Level 5 tournaments in Michigan since 2019.

Junior Match Play

TRC is focused on a new Junior Progression Model, offering developmental match play beyond TRCA classes.

This progression starts with players as young as 6, offering weekend guided match play opportunities for skill development. Advancement into Orange and Green Ball tournaments for ages 7-10 is offered, followed by Junior Match Play for 11-13, USTA competitive tournaments for 11-18 and Junior Team Tennis through the USTA, a competitive travel team for our higher-level players.

Membership

The club is increasing its focus on the Member Experience, offering social mixers, junior member events, and junior welcome kits.

Membership currently stands at 950, with approximately 50% Troy residents:

Individual Memberships	48%
Family Memberships	35%
Junior Memberships	14%
Pickleball Memberships	2%

Improvements

The club is installing cameras that will allow for viewing on currently obstructed view courts.

Social media followers and views are up over 5000% in 2025.

Our staff continues to update their professional certifications and will include Cardio Tennis certification in January 2026.

We upgraded our court booking system to CourtReserve in 2025, providing an enhanced member experience for court bookings and member app.



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

O.2.b.

Date: November 10, 2025

To: Frank Nastasi, City Manager

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

Subject: Troy Nature Society Financial Statements and Annual Report for Fiscal Year Ending 2025

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

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

Attached is the Troy Nature Society's Financial Statements and Annual Report for Fiscal Year Ending 2025.



Zerbo Consulting Group

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Commerce Township, MI 48390
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Fax: 248.960.0279
zerboconsultinggroup.com

September 26, 2025

Board of Directors and Management
Troy Nature Society
6685 Coolidge Hwy
Troy, MI 48098

We have audited the financial statements of Troy Nature Society for the year ended June 30, 2025, and we will issue our report thereon dated September 26, 2025. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our engagement letter to you dated June 12, 2025. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Troy Nature Society are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2025 with the exception of the updated capitalization policy. We noted no transactions entered into by the Organization during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users, and the financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no difficulties in dealing with management in performing and completing our audit.

Corrected Misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements.

Disagreements with Management

For purposes of this letter, a disagreement with management is a disagreement on a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated September 26, 2025.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Organization's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Organization's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

This information is intended solely for the use of The Board of Directors and Management of Troy Nature Society and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

A handwritten signature in blue ink that reads "Zerbo Consulting Group, P.C.".

Zerbo Consulting Group, P.C.

Troy Nature Society

Financial Report

June 30, 2025

Independent Auditor's Report	1-2
Financial Statements	
Statement of Financial Position	3
Statement of Activities and Changes in Net Assets	4
Statement of Functional Expenses	5
Statement of Cash Flows	6
Notes to Financial Statements	7-10

Independent Auditor's Report

To the Board of Directors of
Troy Nature Society

Opinion

We have audited the accompanying financial statements of Troy Nature Society (a nonprofit organization), which comprise the statement of financial position as of June 30, 2025, and the related statements of activities and changes in net assets, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Troy Nature Society as of June 30, 2025, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

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

Responsibilities of Management for the Financial Statements

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

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

Auditor's Responsibilities for the Audit of the Financial Statements

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

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

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

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

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

Zerbo Consulting Group, P.C.

September 26, 2025

Statement of Financial Position

As of June 30, 2025

Assets**Current Assets**

Cash and cash equivalents	\$ 234,048
Total Current Assets	<u>234,048</u>

Property and Equipment

Office equipment	3,798
Outdoor equipment	<u>3,165</u>
Total Cost	6,963
Less accumulated depreciation	<u>(5,169)</u>
Property and Equipment - Net	<u>1,794</u>

Total Assets	<u><u>\$ 235,842</u></u>
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Liabilities and Net Assets**Current Liabilities**

Accounts payable	\$ 6,775
Accrued payroll and payroll taxes	8,778
Deferred revenue	<u>6,602</u>
Total Current Liabilities	22,155

Net Assets

Without donor restrictions	113,162
With donor restrictions	<u>100,525</u>
Total Net Assets	<u>213,687</u>

Total Liabilities and Net Assets	<u><u>\$ 235,842</u></u>
----------------------------------	--------------------------

Statement of Activities and Changes In Net Assets

Year Ended June 30, 2025

	Without Donor Restrictions	With Donor Restrictions	Total
Revenue and Other Support			
Local government support (Note 2)	\$ 125,000	\$ -	\$ 125,000
Donations and grants	53,557	12,114	65,671
Program activities	66,245	-	66,245
Fundraising events	35,900	-	35,900
Membership	8,350	-	8,350
In-kind (Note 3)	12,178	-	12,178
Other income	2,194	-	2,194
Other support - employee retention credit (Note 5)	125,340	-	125,340
Net assets released from restrictions	4,854	(4,854)	-
Total Revenue and Other Support	<u>433,618</u>	<u>7,260</u>	<u>440,878</u>
Operating Expenses			
Program activities	202,446	-	202,446
Management and general	80,043	-	80,043
Fundraising	68,168	-	68,168
Total Expenses	<u>350,657</u>	<u>-</u>	<u>350,657</u>
Change in Net Assets	82,961	7,260	90,221
Net Assets - Beginning of year	<u>30,201</u>	<u>93,265</u>	<u>123,466</u>
Net Assets - End of year	<u>\$ 113,162</u>	<u>\$ 100,525</u>	<u>\$ 213,687</u>

Statement of Functional Expenses

Year Ended June 30, 2025

	Program Activities	Management and General	Fundraising	Total
Salaries and wages	\$ 159,041	\$ 21,270	\$ 36,664	\$ 216,975
Payroll taxes	12,257	1,538	2,914	16,709
Contracted services	850	-	-	850
Bank service charges	2,407	-	-	2,407
Computer	-	1,956	3,182	5,138
Office and postage	-	7,068	-	7,068
Supplies	19,933	-	-	19,933
Advertising and promotion	786	-	538	1,324
Professional Fees	-	31,968	-	31,968
Insurance	-	5,887	-	5,887
Telephone and internet	-	3,496	-	3,496
Owl care and feeding	6,241	-	-	6,241
Events	-	-	12,990	12,990
Depreciation	633	-	-	633
In-kind	298	-	11,880	12,178
Miscellaneous	-	6,860	-	6,860
Total Expenses	\$ 202,446	\$ 80,043	\$ 68,168	\$ 350,657

Statement of Cash Flows

Year Ended June 30, 2025

Cash flows from Operating Activities:

Change in net assets	\$ 90,221
Adjustments to reconcile change in net assets to net cash from operating activities:	
Depreciation	633
Changes in operating assets and liabilities that provided (used) cash:	
Accounts receivable - pledges	1,000
Accounts payable	401
Accrued liabilities	(1,338)
Deferred revenue	(2,141)
Net cash provided by operating activities	<u>88,776</u>

Net increase in cash and cash equivalents 88,776

Cash and cash equivalents - Beginning of year 145,272

Cash and cash equivalents - End of year \$ 234,048

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

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

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

Nature of Activities

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

Basis of Presentation

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

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

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

Use of Estimates

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

Cash and Cash Equivalents

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

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

Property and equipment is carried at cost or, if donated, at fair market value at the time of donation. Depreciation is provided on a straight-line basis over the estimated useful lives of 3 to 27.5 years. The Organization's policy is to capitalize acquisitions of \$1,000 or more. For the year ended June 30, 2025, depreciation expense was \$633.

Revenue and Other Support

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

Unconditional promises to give with payments due in future periods are assumed to have an implicit time restriction. Those restrictions are released as contributions when collected or when allocations or grants are made to recipient organizations based on those future collections. Conditional promises to give are recognized only when the conditions on which they depend are substantially met and the promises become unconditional. There were no conditional promises to give recognized as of June 30, 2025.

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

The Organization conducts special fundraising events in which the gross proceeds paid by the participant represents payment for the direct cost of the benefits received by the participant at the event. The performance obligation is delivery of the event, and revenue is recognized after the event has taken place. Any funds received in excess of proceeds paid by participants would represent contribution revenue to the Organization. There were no proceeds deemed to be contributions at any held events for the year ended June 30, 2025.

Concentrations of Credit Risk

The Organization derives most of its revenues from local government support, donations, and various fundraising events. For the year ended June 30, 2025, local government support was approximately 28% of total revenues.

Functional Allocation of Expenses

Costs of providing the program, management and general, and fundraising services have been reported on a functional basis in the statement of functional expenses. The financial statements report certain categories of expenses that are attributable to more than one program or supporting function. Therefore, these expenses required allocation on a reasonable basis that is consistently applied. Depreciation is allocated on the basis of the program or support service that uses the fixed asset. Costs have been allocated between the various programs and support services based on estimates determined by management. Although the methods of allocation used are considered appropriate, other methods could be used that would produce different amounts.

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

Subsequent Events

The financial statements and related disclosures include evaluation of events up through and including September 26, 2025, which is the date the financial statements were available to be issued.

Note 2 – City of Troy

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

In conjunction with this agreement, the City of Troy includes the Organization in its annual budget within the City's Park and Recreation Department for building and ground routine maintenance as well as an annual appropriation for Organization operations. For the year ended June 30, 2025, the City of Troy provided the Organization with an appropriation for organizational operations in the amount of \$125,000.

The appropriation in the amount of \$125,000 is recorded as Local Government Support on the Statement of Activities and Changes in Net Assets for the year ended June 30, 2025.

Note 3 – In-kind Donations

The Organization received various in-kind donations for its wine tasting fundraiser, Nature Uncorked, held in November 2024. The in-kind donations were used at the fundraiser, and there were no donor-imposed restrictions associated with the contributed non-financial assets. The Organization also received admission fees to multiple programs for schools. Fair value of the contributed non-financial assets was determined based on the market value cost of a given item. In-kind donations for the year-ended June 30, 2025 are as follows:

Description	Value
Silent auction Items (various items including but not limited to gift baskets and gift cards)	\$ 11,880
Admission fees to Organization programs for schools	298
Total	<u>\$ 12,178</u>

Note 4 – Endowment Funds with North Woodward Community Foundation

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

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

Since the Community Foundation holds variance power over the endowment, which legally grants it the ability to redirect funds to other beneficiaries, the Organization did not recognize the endowment assets as of June 30, 2025. As of June 30, 2025, the value of the endowment fund held by the Community Foundation was approximately \$27,918.

June 30, 2025

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

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

Note 5 – Other Support – Employee Retention Credit

During the year ended June 30, 2025, the Organization recognized \$125,340 in revenue from the Employee Retention Credit (ERC), a refundable payroll tax credit established under the Coronavirus Aid, Relief, and Economic Security (CARES) Act. The credit was claimed for qualified wages paid in 2020 and 2021. The ERC represents a one-time source of funding and is not expected to recur in future periods.

Note 6 – Liquidity and Availability of Financial Resources

The Organization has \$234,048 of financial assets available within one year of the statement of financial position date to meet cash needs for general expenditure consisting of cash and cash equivalents and pledges receivable. Of the financial assets, \$100,525 are subject to donor or other contractual restrictions that make them unavailable for general expenditure within one year of the statement of financial position, which consist of the following as of June 30, 2025:

Program Description	With Donor Restrictions
Owl Fund	\$ 77,508
Nature Based Mindfulness Programs	23,017
Total	<u>\$ 100,525</u>

The Organization has a goal to maintain financial assets, which consist of cash and cash equivalents and accounts receivable, on hand to meet 60 days of normal operating expenses, which are, on average approximately \$58,000. The Organization has a policy to structure its financial assets to be available as its general expenditures, liabilities, and other obligations come due.



2025 Annual Report

A Message from the President of the Troy Nature Society

On behalf of TNS Board of Directors, staff and volunteers, we wish to extend a thank you to the Troy City Council and city administrators for their continued partnership with the Troy Nature Society in managing the Stage Nature Center.

The Society offers a variety of programs and events for people of all ages to participate in and learn about the natural world. By supporting our organization, the community helps ensure that these programs and events are available to help foster a love and appreciation of the natural world.

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

Some of the significant highlights from the past year include:

- We value our Board members, this past year we have recruited new Board members that filled out our Board of Directors' experience in finance, marketing, fundraising & environmental stewardship. These new board members come to us with fresh ideas for future growth of the nature center. Qualified individuals interested in serving on the TNS Board of Directors may inquire by reaching out to our Executive Director.
- TNS Board of Directors have remained steadfast in our mission to provide resources and education to inspire the appreciation and preservation of nature. Since July 2011, when the Society took over the management of the Stage Nature Center, the Society has served more than 400,000 individuals of all ages. These individuals participated in educational programs, healthy outdoor activities and enjoyed the beauty of the preserve. An amazing total of 70,631 volunteer hours have been donated since 2011.
- Our non-releasable owl ambassadors continue to be a popular attraction at the nature center.
- Our popular Kowalski Pavilion is constantly booked for rent from May through October for graduation parties, showers and group activities.
- Our current fundraisers were very successful. The "2024 Nature Uncorked Wine & Beer Tasting" event raised nearly \$37,000 and the "2025 Run for Nature" event raised its highest amount to date, over \$10,000 in revenue for our programs and activities.

Going forward, we are looking for new ways to raise funds to help maintain and improve our top-notch programming. Your membership and donations can help us expand our outreach to the local community. Make sure to visit the Stage Nature Center and enjoy this major, green asset in our community.

Scott Hunter

Scott Hunter, President
TNS Board of Directors

Our Mission

To provide resources and education to inspire the appreciation and preservation of nature. Specifically, the objectives of the society are to: Provide healthy outdoor experiences and educational activities for individuals of all ages, to create an understanding of the value and necessity of stewardship of our natural environment, and to preserve and protect the Stage Nature Center for future generations.



Our Vision

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

Education

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

Preservation

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

Collaborative Relationships

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



TNS Updates

Raptor House

- Constructed in 2021
- Now home to four owls in our care
- Initial funds were raised in partnership with the City of Troy and generous donors to construct this habitat
- Ongoing fundraising allows us to continue serving the community with this key program



Animal Habitats & New Residents @TNS

- Benny, the Painted Turtle in residence has a new updated and larger home
- Many other animals have received remodels of their habitats inside the nature center exhibit hall
- Roxy, the Musk Turtle was welcomed July 2024



Scout Projects @TNS

Scout troops and individuals play an important role at the Stage. Some of the projects completed this year are:

- The care and rebuilding of the many benches around the trails
- A new stairway on the Black Bird Trail
- There are always opportunities for scout support in many building projects around the nature center



Troy Nature Society

Activities at the nature center include public programs geared toward families, children, and adults. We also lead programming for school and community groups along with nature walks and targeted nature studies.



109 School Field Trips, Outreach, & Organized Groups

6,203 total visits from schools, field trips, outreach and organized groups.



249 Public Programs & Special Events

6,5103 people attended programs, lectures & events at TNS
17,410- visitors walked the trails.



359 Volunteers

3993 hours donated to support TNS educational programs; trail maintenance, and clean-up projects, the Maple Syrup & fundraising events, animal care; front desk reception, and administrative support



30,000+ Total Visitors Served This Fiscal Year

The preserve is a valuable community asset offering valuable programming, quiet retreat to solitary observers, couples, groups, and schools who come to enjoy the natural beauty found here.

Around The Nature Center



Scout Project @ Stage



Kowalski Pavilion



Rain Barrel Project @ Stage



Visit the many deer on the property



Red Tail Hawk visiting the property

Financials

Revenue & Expenses	FYE 6/30/24	FYE 6/30/25
Donations & Grants	\$124,121	\$65,671
Fundraising Events	41,160	35,900
Membership Dues	11,690	8,350
Program Fees	71,011	66,245
In-Kind	16,361	12,178
Other	2,139	2,194
City Investment *	100,000	125,000
Total Revenue	\$366,481	\$315,538
Wages & Payroll Taxes	237,172	234,534
Program Expenses	35,472	30,298
Administrative Expenses	58,916	57,235
Total Expenses	\$331,560	\$322,067

In 2011, the Society entered into an operating agreement with the City of Troy. The agreement calls for annual city support of services, building maintenance, and supplies for the nature center. The current agreement with the City of Troy runs through fiscal year 2027.

An Endowment Fund was established in 2018, through the Troy Community Foundation. As of June 30, 2025, the endowment fund is valued at \$27,917.

The TNS Honor Roll recognizes individuals, corporations, and foundations who made cash and in-kind contributions of \$500 or more in support of our mission during the 2024 -2025 fiscal year.

Individuals

Ms. Edna Abraham
Ms. Farah Ali
Ms. Elsa-Britt Andersson
Anon Anon
Mr. and Mrs. Tom Arnett
Ms. Annette Baker
Mr. and Mrs. Paul Balas
Ms. Angelin Baskaran
Mr. and Mrs. Tim Battle
Ms. Robin Beltramini
Ms. Nicole Betzler
Ms. Meredith Bezak
Mr. and Mrs. Steven Blackburn
Mr. and Mrs. Richard Bovensiep
Mr. and Mrs. Michael Brady
Ms. Elizabeth Briody
Dr. Theresa Brooks
Ms. Susan Brown
Ms. Lori Brown
Mr. Arthur Bull
Ms. Nancy Cameron
Ms. Sharon Campbell
Ms. Brittany Campbell
Dr. Karol Carter
Ms. Tina Catron
Ms. Rebecca Chamberlain-Creanga
Mr. and Mrs. Thomas Christy
Mr. and Mrs. Mark Cipolletti
Ms. Engenia/Genia Connell
Mr. Thomas Cook
Ms. Marie Couch
Ms. Dyana Cyplik
Ms. Abbey Dallas
Ms. Andrea D'Amore Braver
Mr. William Davy
Ms. Beth Egan De Guise
Mr. and Mrs. Robert Dennis
Mr. and Mrs. Donald Dieck
Mr. and Mrs. Brian Dougher

Ms. Danielle Durham
Ms. Linda Engler
Ms. Ivana Enright
Mr. Jake Feifer O'Brien
Ms. Jodi Fisher
Ms. Stacy Fisher-Commisso
Ms. Linda Friedman
Ms. Christina Funk
Mr. and Mrs. David Gabriel
Ms. Louise Glazier
Ms. Jeniece Goldsmith
Ms. Michelle Goyette
Mr. and Mrs. Michael Grattan
Mr. and Mrs. Jay Greenwood
Mr. William Hamilton
Mr. John Harte
Mr. and Mrs. Dale Hauer
Mr. John Hazard
Mr. Paul Hoef
Mr. and Mrs. James Hoffa
Dr. Michael Hubers
Mr. Scott Hunter
Ms. Judith Ivan
Ms. Jessica Jacks
Mr. and Mrs. Paul Jeden
Ms. Vicki Jones
Mr. Scott Jorgensen
Ms. Nancy Klein
Mr. and Mrs. Satyanarayana Kodali
Ms. Janet Koss
Mr. Roger Kowalski
Mr. and Mrs. Stewart Kowalski
Ms. Rebecca Kroll
Ms. Padma Kuppa

Individuals

continued

Mr. and Mrs. Tom Lakocy
Mr. David Lambert
Ms. Connie Lanzisera
Mr. and Mrs. John Lavender
Ms. Alyssa Lemanski
Ms. Nancy Lentini
Ms. Christal Lewandowski
Mr. and Mrs. Jim Lofquist
Dr. Lynda Ludy
Ms. Penny Luebs
Mr. Kenneth Macek
Ms. Adelia/Dee Macker
Mr. and Mrs. Michael Martin
Mr. David Martin
Ms. Roberta Masters
Ms. Leslie Mathis
Tracey McKee
Ms. Amanda McMahon
Ms. Catherine McNamara
Ms. Verna Meinershagen
Mr. and Mrs. Rick Merrill
Mr. Donovan Miller
Ms. Shannon Mourtos
Ms. Angela Mullen
Mr. Paul Newcomer
Mr. Mark Nimtz
Ms. Beth Obear
Ms. Marilyn Opdyke
Mr. Bill Ording
Ms. Glenn Pacer
Ms. Lori Palmer
Mr. and Mrs. Bruce Papet
Ms. Lea Pfeifer
Dr. and Mrs. Larry Piotrowski
Ms. AnnMarie Pittman

Mr. and Mrs. Scott Powell
Mr. and Mrs. John Ptasznik
Ms. Susan Purcell
Ms. Carla Reeb
Ms. Kyla Remus
Ms. Jackie Riegling
Mr. and Mrs. Jonathan Roberts
Ms. Jerilyn Robison
Ms. Nancy Rockman
Ms. Cherie Rolfe
Ms. Corinne Rosewall
Mr. Jonathan Rowell
Ms. Anne Rowland
Ms. Neha Saigal
Mr. Allen Salyer
Ms. Denise Sauter
Ms. Erika Schick
Mr. Joseph Schotthoefer
Ms. Mary Ellen Schotthoefer
Mr. and Mrs. Dennis Schwerzler
Ms. Lindsey Sheets
Mr. Joseph Sobczak
Mr. Steven Sprague
Mr. Steven Stack
Ms. Frances Stage
Ms. Sara Tuomey
Ms. Suzette Van Raaphorst
Ms. Linda Vanni
Ms. Julie Ann Wang
Ms. Gretchen Waters
Mr. William Watkins
Mr. and Mrs. David West
Ms. Constance White
Mr. James Whitehead
Ms. Bretagne Whitford
Ms. Valerie Woodworth
Mr. and Mrs. John Youngerman
Ms. Yajuan Zhang

Philanthropy

Corporate & Foundation Donors

100 Women Who Care Troy	PRP Wine International
Aetna Medicare Solutions	Ridley's Bakery Cafe
Alpha Delta Kappa	RunSignUp
Association Of Professional Gardeners	Sandhill Soaring Club
Automotive Authority, Inc.	Sedona Taphouse
Bharatiya Temple	Somerset Inn
Capital Grille	Somerset Ophthalmology, PC
Coldwell Banker- Greenwood	Sticks & Stones
Credit Union One	The Magic Soiree
Detroit Shoppe	Troy Community Foundation
Explore Yoga	Troy Community Lions Club
Fogo de Chao	Troy Escape Eats Craft
Gran Castor	Troy Garden Club
Kroger	Troy Metro Agency
Magna Services of America, Inc.	Troy-Metro Agency, Inc.
Masonic Lodge Troy	Village Club Foundation
Michigan Hawking Club	Wild Birds Unlimited
Neil King Physical Therapy	Wines For Humanity, LLC
Oakland Bird Alliance	Woloshen Insurance Group
Off The Wagon Market	
Plants For Ecology, LLC	
PNC Financial Services Group	

***Thank you for your generous support of our
mission, we are grateful!***

Philanthropy

Board Leadership

FY2026 Officers

Scott Hunter
President

Catherine McNamara
Treasurer

Kathryn Ahlbrand
Secretary

Staff Leadership

FY 2026 TNS Staff

Carla Reeb
Executive Director

Michelle Goyette
Special Events Coordinator

Sarah Lalik
Program Assistant

Neha Saigal
Marketing Specialist

Cindy Wymer
Accountant

FY2026 Board of Directors

Nicole Betzler
Theresa Brooks
Sandy Burgess
Matthew Burrell
Grace Goetting Gross

Marilyn Opdyke
Fran Stage
**Srinidhi Nagadi - Student
Board Representative**
**Brian Goul- City of Troy
Liaison**

FY2026 TNS Program Staff

Christina Funk
Lead Naturalist

Danielle Durham
Assistant Naturalist

Keaton Mette
Assistant Naturalist

Instructors

Lori Brown
Genia Connell
Betsy Murphy
Nancy Klein



Contact Us

Troy Nature Society
P.O. Box 99302
Troy, MI 48099

Ph: (248) 688-9703
stagenaturecenter.org

*The Stage Nature center is managed by the Troy
Nature Society (TNS), a 501(c)(3) non-profit
organization.*



500 West Big Beaver
Troy, MI 48084
troymi.gov

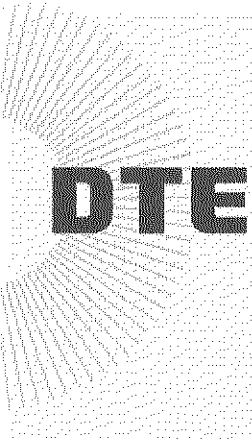
CITY COUNCIL AGENDA ITEM COVER SHEET

O.5.

Agenda Item:

- O.5. Notice of Hearing for the Electric Customers of DTE Electric Company Case No. U-21875

ATTACHMENT(S): O.5 - Notice of Hearing



CITY CLERK
CITY OF TROY
500 W. BIG BEAVER ROAD
TROY, MI 48084

**STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE
COMMISSION NOTICE OF HEARING
FOR THE ELECTRIC CUSTOMERS OF
DTE ELECTRIC COMPANY
CASE NO. U-21875**

- DTE Electric Company requests Michigan Public Service Commission for approval to implement a power supply cost recovery plan for the twelve months ending December 31, 2026.
- The information below describes how a person may participate in this case.
- You may call or write DTE Electric Company 1 Energy Plaza, Detroit, MI 48226, (800) 477-4747, for a free copy of its application. Any person may review the documents at the offices of DTE Electric Company or on the Commission’s website at: <https://mi-psc.my.site.com/s/>.
- A pre-hearing will be held:

DATE/TIME: **Friday, November 21, 2025 at 9:30 AM**

BEFORE: **Administrative Law Judge Christopher S. Saunders**

LOCATION: Video/Teleconference

PARTICIPATION: Any interested person may participate. Persons needing any assistance to participate or who are seeking access to the video/teleconference should contact the Administrative Law Judge’s secretary at (517) 284-8130 or by email at LARA-MOHR-PSC@michigan.gov in advance of the hearing.

The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider DTE Electric Company’s (DTE Electric) September 30, 2025 application requesting the Commission to: 1) authorize DTE Electric to implement its Power Supply Cost Recovery (PSCR) Plan in its rate schedules for 2026 jurisdictional sales of electricity that are subject to the PSCR clause; 2) continue the approval of mercury sorbents, urea, ammonia, limestone, NOx allowance expense, and SO2 allowance expense as recoverable PSCR costs for the 2026 PSCR year and thereafter, as proposed by DTE Electric; 3) approve DTE Electric’s five-year forecast and associated actions approving the implementation of DTE Electric’s proposed PSCR Plan and maximum PSCR Factor in rates for 2026 jurisdictional sales of electricity that are subject to the PSCR clause, and otherwise expedite approval of DTE Electric’s request for a levelized monthly 2026 maximum PSCR Factor of 18.77 mills per kWh in customers’ bills for the period January 1, 2026 through December 31, 2026; 4) approve DTE Electric’s plans and associated actions addressing capacity resources and approving the related expenses; 5) approve the Transfer Price treatment of renewable energy in DTE Electric’s PSCR process as proposed; 6) approve DTE Electric’s request for recovery of all transportation, storage and gas supply expenses, as well as DTE Electric’s agreements and policies associated with supplying fuel to Blue Water Energy Center; 7) determine that DTE Electric’s forward purchase strategy associated with the Blue Water Energy Center is reasonable and prudent and approve all related expenses; 8) approve DTE Electric’s request for recovery of the PSCR

expense associated with the Voluntary Green Pricing Program, and any Rider 18 energy-outflow, and Demand Response customer capacity expenses; 9) approve DTE Electric's requested treatment of nuclear generation production tax credits for this proceeding as well as on a continuing basis for future PSCR proceedings; 10) approve DTE Electric's request for PSCR cost recovery for the expenses arising from its planned Energy Storage Resource Tolling Agreements; and 11) grant DTE Electric such further additional relief and authority as the Commission may deem necessary, suitable and appropriate.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: <https://mi-psc.my.site.com/s/>. Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in PDF format, as an attachment to an email sent to: mpscedockets@michigan.gov. If you require assistance prior to e-filing, contact Commission staff at (517) 284-8090 or by email at: mpscedockets@michigan.gov.

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by November 14, 2025. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon DTE Electric Company's attorney, Jon P. Christinidis, 1 Energy Plaza, 688 WCB, Detroit, MI 48226.

The prehearing is scheduled to be held remotely by video conference or teleconference. Persons filing a petition to intervene will be advised of the process for participating in the hearing.

Any person wishing to appear at the hearing to make a statement of position without becoming a party to the case may participate by filing an appearance. To file an appearance, the individual must attend the hearing and advise the presiding administrative law judge of their wish to make a statement of position. Mich Admin Code, R 792.10413 (Rule 413).

Any person wishing to file a public comment may do so by filing a written statement in this docket. The written statement may be mailed or emailed and should reference Case No. U-21875. Statements may be emailed to: mpscedockets@michigan.gov. Statements may be mailed to: Executive Secretary, Michigan Public Service Commission, 7109 West Saginaw Hwy., Lansing, MI 48917.

All information submitted to the Commission in this matter becomes public information, thus available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private. For more information on how to participate in a case, you may contact the Executive Secretary at the above address or by telephone at (517) 284-8090.

Requests for adjournment must be made pursuant to Michigan Office of Administrative Hearings and Rules R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

The Utility Consumer Representation Fund has been created for the purpose of aiding in the representation of residential utility customers in various Commission proceedings. Contact the Chairperson, Utility Consumer Participation Board, Department of Licensing and Regulatory Affairs, P.O. Box 30004, Lansing, Michigan 48909, for more information.

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; 1982 PA 304, as amended, MCL 460.6j et seq.; and Parts 1 & 4 of the Michigan Office of Administrative Hearings and Rules, Mich. Admin Code, and R 792.10401 through R 792.10448.

U-21875