

AGENDA
WYOMING CITY COUNCIL MEETING
CITY COUNCIL CHAMBERS
MONDAY, MAY 16, 2011 AT 7:00 P.M.

- 1) Call to Order**
- 2) Invocation**
Pastor Daniel Staal, Resurrection Life Church.
- 3) Pledge of Allegiance**
- 4) Roll Call**
- 5) Student Recognition**
- 6) Approval of Minutes**
From the regular meeting of May 2, 2011, the committee of the whole and work session of May 9, 2011.
- 7) Approval of Agenda**
- 8) Public Hearings**
7:01 p.m.: To receive comment on the approval of an Application for an Industrial Facilities Exemption Certificate for Benteler Automotive Corporation.
- 9) Public Comment on Agenda Items** (3 minute limit per person)
- 10) Presentations and Proclamations**
 - a) Presentations
 1. Recognition to the Tri-Unity Boys Basketball Team for their 2011 Class D Championship.
 2. Chief Carmody and Lt. Kip Snyder to present the Police Department, 2011 Civilian Awards.
 - b) Proclamations
 1. Scleroderma Awareness Month, June 2011
 2. National Public Works Week, May 15-21, 2011
 3. Police Week, May 15-21, 2011
- 11) Petitions and Communications**
 - a) Petitions
 - b) Communications
- 12) Reports from City Officers**
 - a) From City Council
 - b) From City Manager
 1. 11-03: Acceptance of a Utility Easement (MHV Grocery, LLC)
 2. 11-04: Acceptance of a Utility Easement (Pinery Woods Apartments)
- 13) Budget Amendments**
- 14) Consent Agenda**
 - a) To Set a Public Hearing to Consider a Proposed Revision to the Brownfield Plan for the GM Site Redevelopment (June 6, 2011 at 7:01 p.m.)
 - b) Of Appreciation to Sally Karasiewicz for her Service as a Member of the Housing Commission of the City of Wyoming
 - c) Of Appreciation to Kenneth Merriss, Jr., for his Service as a Member of the Veterans Memorial Garden Committee of the City of Wyoming
 - d) To Reappoint Members to Boards, Commissions and Committees for the City of Wyoming

e) To Reappoint Members to the Planning Commission for the City of Wyoming

15) Resolutions

- f) To Approve an Application for an Industrial Facilities Exemption Certificate in the City of Wyoming for Benteler Automotive Corporation and Authorizing the Mayor and City Clerk to Sign the IFT Agreement
- g) General Appropriations Act – To Adopt the Budget for the City of Wyoming for the Fiscal Year Ending June 30, 2012 and to Provide for the Amount to be Raised by Property Taxes
- h) To Approve the 2011-2012 Budget for the Wyoming Downtown Development Authority
- i) To Amend a Portion of the City of Wyoming Fee Schedule
- j) To Adopt a Definition of Sustainability for the City of Wyoming
- k) To Transfer Funds from the Health Insurance Fund

16) Award of Bids, Contracts, Purchases, and Renewal of Bids and Contracts

- l) To Approve the 2011-2019 Street and Utility Capital Improvement Program
- m) To Award a Proposal for Real Estate Brokerage Services
- n) To Authorize the Mayor and City Clerk to Execute a Records Management System Interagency Agreement with the City of Grandville
- o) To Authorize Renewal of the Master Agreement with AT&T for High Speed Digital Circuits and to Authorize the Mayor and City Clerk to Execute the Agreement
- p) To Authorize the Sale of Vehicles
- q) To Authorize the Sale of a Trailer Mounted Generator Set
- r) To Award the Bid for Video Inspection and Cleaning of Existing Underground Sewer Lines
- s) To Award the Bid for Catch Basin Cleaning, 2011-2013

17) Ordinances

4-11: To Add Subsections (d) and (e) to Section 70-6 of the Code of the City of Wyoming
(Portable Basketball Hoops) EMERGENCY ADOPTION

18) Informational Material

19) Acknowledgment of Visitors

20) Closed Session (as necessary)

21) Adjournment

PROCLAMATION

SCLERODERMA AWARENESS MONTH

June 2011

WHEREAS, *An estimated 300,000 Americans suffer from Scleroderma - a chronic, disabling autoimmune disease in which the body's soft tissues suffer from an overproduction of collagen, which can affect many parts of the body including skin, internal organs, and blood vessels; and*

WHEREAS, *Researchers have yet to identify the exact cause or causes of Scleroderma, although researchers have found links between scleroderma and rheumatic disease – with an estimated cost for treatment to be \$462 million annually; and*

WHEREAS, *There is a significant need for further research focusing on the epidemiology of scleroderma to increase understanding of the causes of the disease and its treatment; and*

WHEREAS, *An increase in community awareness can help educate the public about autoimmune diseases and the need for increased research, funding, and effective treatments for those diseases;*

NOW, THEREFORE, *I, JACK A. POLL, Mayor of the City of Wyoming, do hereby proclaim June 2011, as*

Scleroderma Awareness Month

in the City of Wyoming, I encourage all citizens to help fight this disease by recognizing the efforts of health care providers, patients, and scleroderma advocacy organizations to increase awareness of scleroderma and of the need for increased research on scleroderma.

JACK A. POLL, MAYOR
City of Wyoming, Michigan

PROCLAMATION

NATIONAL PUBLIC WORKS WEEK

May 15 - 21, 2011

WHEREAS, public works services provided in our community are an integral part of our citizens' everyday lives, and

WHEREAS, the support of an understanding and informed citizenry is vital to the efficient operation of public works systems and programs such as water, sewers, streets and highways, public buildings, and

WHEREAS, the health, safety and comfort of this community depends on these facilities and services, and upon the efforts and skill of public works officials, and

WHEREAS, the efficiency of the qualified and dedicated personnel who staff public works departments is materially influenced by the people's attitude and understanding of the importance of the work they perform

NOW, THEREFORE, I JACK A. POLL, Mayor of the City of Wyoming, Michigan do hereby proclaim the week of May 15-21, 2011, as

NATIONAL PUBLIC WORKS WEEK

in the City of Wyoming, and call upon all citizens and civic organizations to recognize the contributions which public works officials make every day to our health, safety, comfort and quality of life.

JACK A. POLL, MAYOR
City of Wyoming, Michigan

PROCLAMATION

POLICE WEEK
May15 - 21, 2011

WHEREAS, the Congress and President of the United States have designated May 17, 2011 as Peace Officers Memorial Day, and the week in which it falls as Police Week; and,

WHEREAS, the Police Department of Wyoming has grown to be a modern and scientific law enforcement agency which unceasingly provides a vital public service; and,

WHEREAS, it is important that all citizens know and understand the problems, duties and responsibilities of their police department, and that members of our police department recognize their duty to serve the people by safeguarding life and property, by protecting them against violence or disorder, and by protecting the innocent against deception and the weak against oppression or intimidation; and

NOW, THEREFORE, I, JACK A. POLL, Mayor of the City of Wyoming, do hereby proclaim May 15 - 21, 2011, as

POLICE WEEK

in the City of Wyoming. I encourage all citizens to observe this week with appropriate ceremonies in commemorating police officers, past and present, who by their faithful and loyal devotion to their responsibilities have rendered a dedicated service to their communities and, have established an enviable and enduring reputation for preserving the rights and security of all citizens.

JACK A. POLL, MAYOR
City of Wyoming, Michigan

May 16, 2011

Wyoming City Council
Wyoming, Michigan

City Manager's Report No. 11-03:

Subject: Acceptance of a Utility Easement (MHV Grocery, LLC)

Councilmembers:

The owner of MHV Grocery, LLC (Family Fare) has submitted the following described utility easement. The easement is located adjacent to the Gezon Fire Station training site as shown on the attached drawing. The street lights and wires that lie within this easement have been constructed to the City standards and specifications.

Grantor:	MHV Grocery, LLC
Parent Parcel:	41-17-34-376-031
Right of Way Size:	10' x 194'
Consideration:	\$1.00

It is recommended that the City Council accept the attached utility easement, which has been approved as to form by the City Attorney.

Respectfully submitted,

Curtis L. Holt
City Manager

Attachments: Easement

UTILITY EASEMENT

The Grantor, MHV Grocery, LLC

whose address is, 2221 Health Drive

DOES HEREBY GRANT AND CONVEY TO

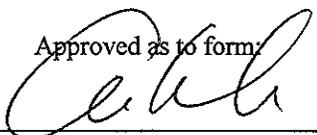
CITY OF WYOMING, a Michigan Municipal Corporation whose address is 1155-28th Street, SW, Wyoming, Michigan 49509, an **easement** for **Light poles** and **Wiring** purposes, including the right to enter upon the real property at any time and to construct, repair and maintain underground wires and appurtenances across, through and under said real property hereinafter described together with the right to excavate and refill ditches and/or trenches for the location of said wires and the further right to remove trees, bushes, undergrowth, and other obstructions interfering with the location, construction and maintenance of said wires in, over an upon said real property located in the City of Wyoming, County of Kent, State of Michigan, described as follows:

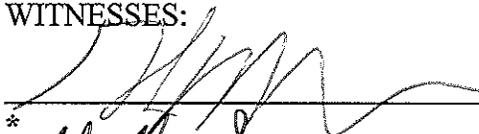
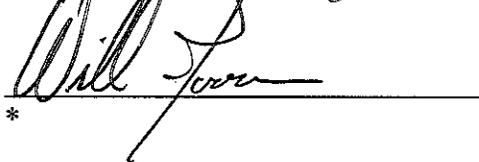
See Exhibit "A" attached hereto for Legal Description

for the full consideration of **One Dollar (\$1.00)**

Grantor shall not construct any buildings or permanent structures upon said easement.

DATED: 4/19/2011

Approved as to form

Attorney for the City of Wyoming

WITNESSES:

*

*

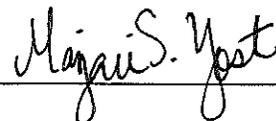
GRANTOR:
By: 
* **Gary Granger** its member
By: _____
* _____ its

**STATE OF MICHIGAN
COUNTY OF KENT**

* Print or type name beneath signature Line

On 4/19/2011, before me, a Notary Public, in and for said County, personally appeared **Gary Granger** of **MHV Grocery LLC**, a Michigan Limited Liability Corporation to me known to be the same person described in and who executed the within instrument, who acknowledged the same to be the free act and deed of said LLC.

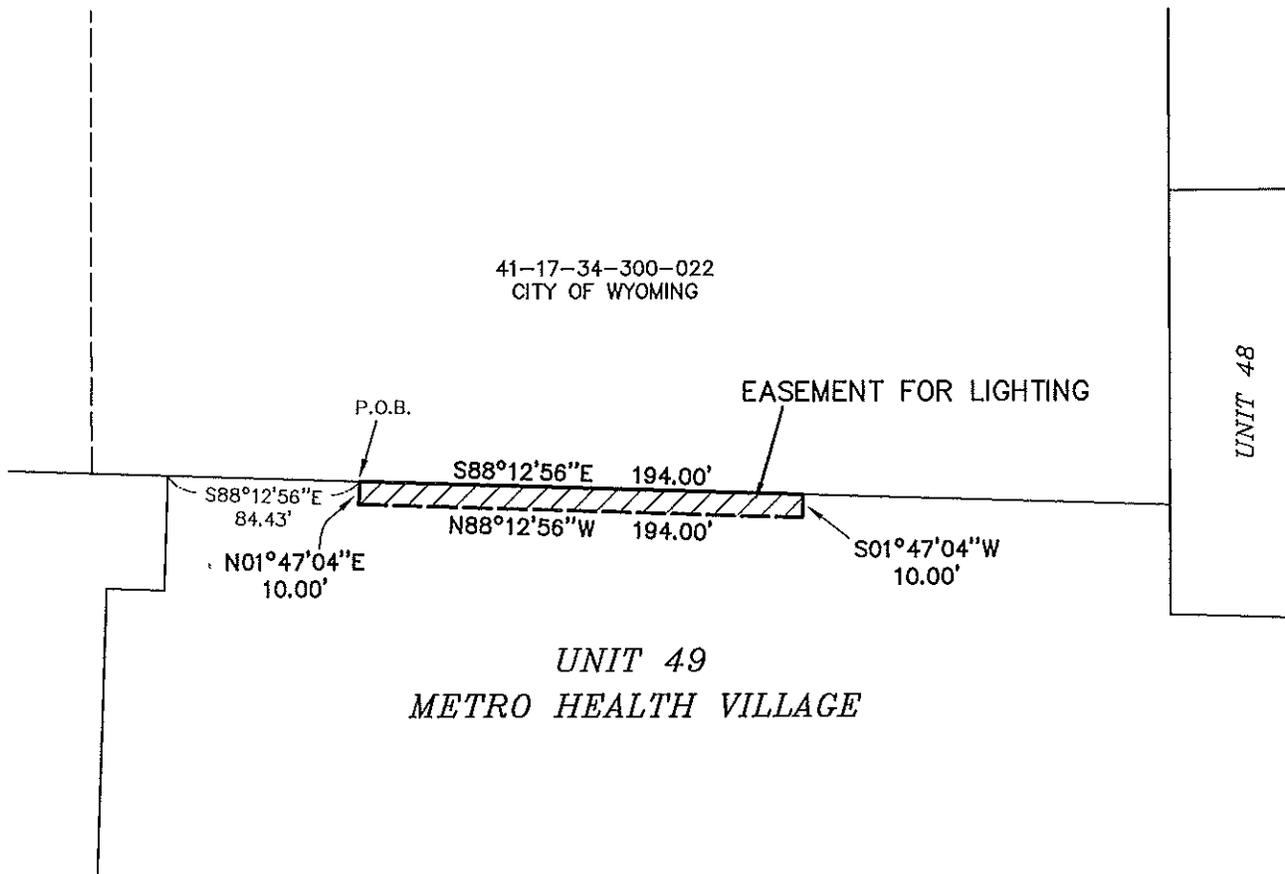
This Instrument Drafted By:
Carlos M. Cáceres, P.E.
2660 Burlingame Ave SW
Wyoming MI, 49509


* _____ Notary Public
acting in Kent County, Michigan
My commission expires: _____

**Marjorie S. Yost
Notary Public, Montcalm County
My Commission Expires 25 April 2017**

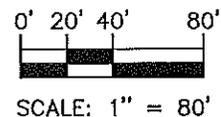
Description of Easement for Lighting:

Part of Unit 49, Replat No. 8 of Metro Health Village, part of the SW 1/4, Section 34, T6N, R12W, City of Wyoming, Kent County, Michigan, described as: Commencing at the NW corner of Unit 49, Metro Health Village; thence S88°12'56"E 84.43 feet along the North line of said Unit 49 to the Place of Beginning of this description; thence S89°12'56"E 194.00 feet along said North line; thence S01°47'04"W 10.00 feet; thence N88°12'56"W 194.00 feet; thence N01°47'04"E 10.00 feet to the place of beginning.



Prepared by: Exxel Engineering, Inc.
5252 Clyde Park Avenue, SW
Grand Rapids, MI 49509

01/17/11 djr REV. 03/09/11



May 16, 2011

Wyoming City Council
Wyoming, Michigan

City Manager's Report No. 11-04:

Subject: Acceptance of a Utility Easement (Pinery Woods Apartments)

Councilmembers:

The owner (Oak Valley Associates Limited Partnership) of Pinery Woods Apartments has submitted the following described utility easement. The easement is located through the apartment complex, from Michael Avenue on the south to Michael Avenue on the north side of the complex. The watermain that lies within this easement has been constructed to the City standards and specifications.

Grantor:	Oak Valley Associates Limited Partnership
Parent Parcel:	41-17-11-251-051
Right of Way Size:	Varies 15' wide
Consideration:	\$1.00

It is recommended that the City Council accept the attached utility easement, which has been approved as to form by the City Attorney.

Respectfully submitted,

Curtis L. Holt
City Manager

Attachments: Easement

UTILITY EASEMENT

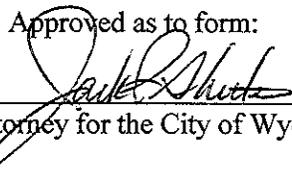
The Grantor, **OAK VALLEY ASSOCIATES LIMITED PARTNERSHIP**, a Michigan limited partnership whose address is 3243 East Paris SE Kentwood, MI 49512, DOES HEREBY GRANT AND CONVEY TO **CITY OF WYOMING**, a Michigan Municipal Corporation whose address is 1155-28th Street, SW, Wyoming, Michigan 49509 ("Grantee"), a nonexclusive perpetual utility easement and right of way over and upon said real property located in the City of Wyoming, County of Kent, State of Michigan, described on attached **Exhibit A** (the "Easement Area") for watermain purposes, including the right to enter upon the Easement Area (and that portion of Grantor's real property reasonably necessary to access the Easement Area) at any time to construct, repair and maintain underground watermains across, through and under the Easement Area, and together with the right to excavate and refill ditches and/or trenches for the location of said watermains and the further right to remove from the Easement Area trees, bushes, undergrowth, and other obstructions interfering with the location, construction and maintenance of watermains.

Any such construction, repairs or maintenance activity hereunder (other than the original installation) shall be performed by the Grantee as not to unreasonably interfere with the use of Grantor's real property by the Grantor and its tenants and without cost to Grantor. As soon as possible following the completion of any such construction, repair or maintenance, the Grantee, at its expense, shall return all grass surface areas, fences, gravel, stone, bituminous or concrete, curbing, sidewalks, parking areas or drives, and any other portion of Grantor's real property damaged as a result of Grantee's actions, to substantially the same condition as existed immediately before such work.

Grantor shall not construct any buildings or permanent structures upon said easement; provided however that Grantor shall be free to place landscaping, driveways, parking lots, and curbs and other surface improvements in the Easement Area.

This Easement is given for the full consideration of One Dollar (\$1.00). This Easement is exempt from transfer tax pursuant to §5(h) and (i) of Public Act 134 of 1966, MCLA 207.505(h) and (i), as amended, and §6(h) and (i) of Public Act 330 of 1993, MCLA 207.526(h) and (i), as amended.

Approved as to form:



Attorney for the City of Wyoming

[SIGNATURES ON THE FOLLOWING PAGE]

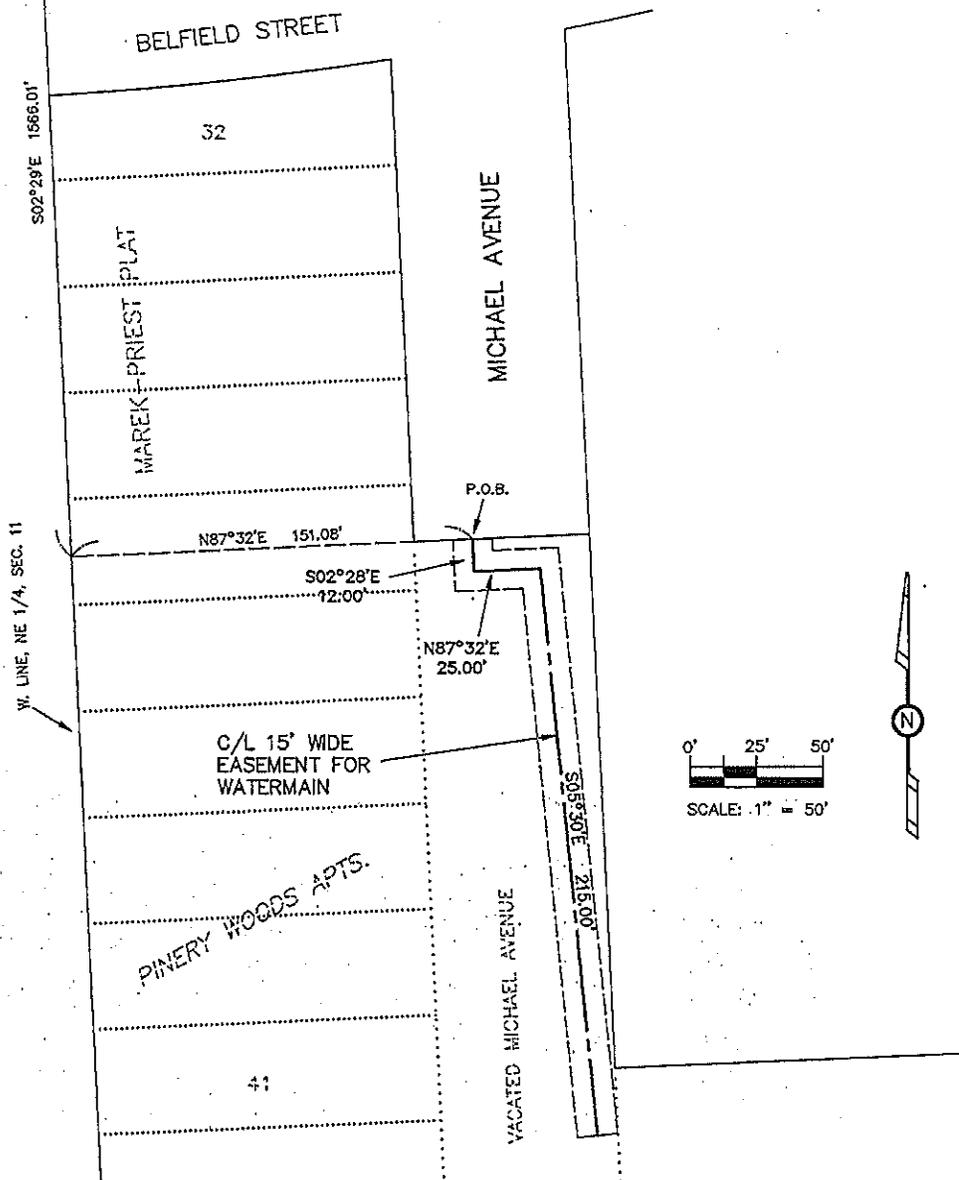
EXHIBIT "A"

PAGE 1 OF 2

N. 1/4 CORNER
SEC. 11, T6N, R12W

Description of Easement for Watermain:

That part of the NE 1/4, Section 11, T6N, R12W, City of Wyoming, Kent County, Michigan, described as: Commencing at the N 1/4 corner of Section 11; thence S02°29'E 1566.01 feet along the West line of said NE 1/4; thence N87°32'E 151.08 feet to a point on the Southerly line of present Michael Avenue R.O.W. and the PLACE OF BEGINNING of the centerline of a 15 foot wide strip of land; thence S02°28'E 12.00 feet; thence N87°32'E 25.00 feet; thence S05°30'E 215.00 feet to the place of ending of the centerline of said 15 foot wide strip of land.



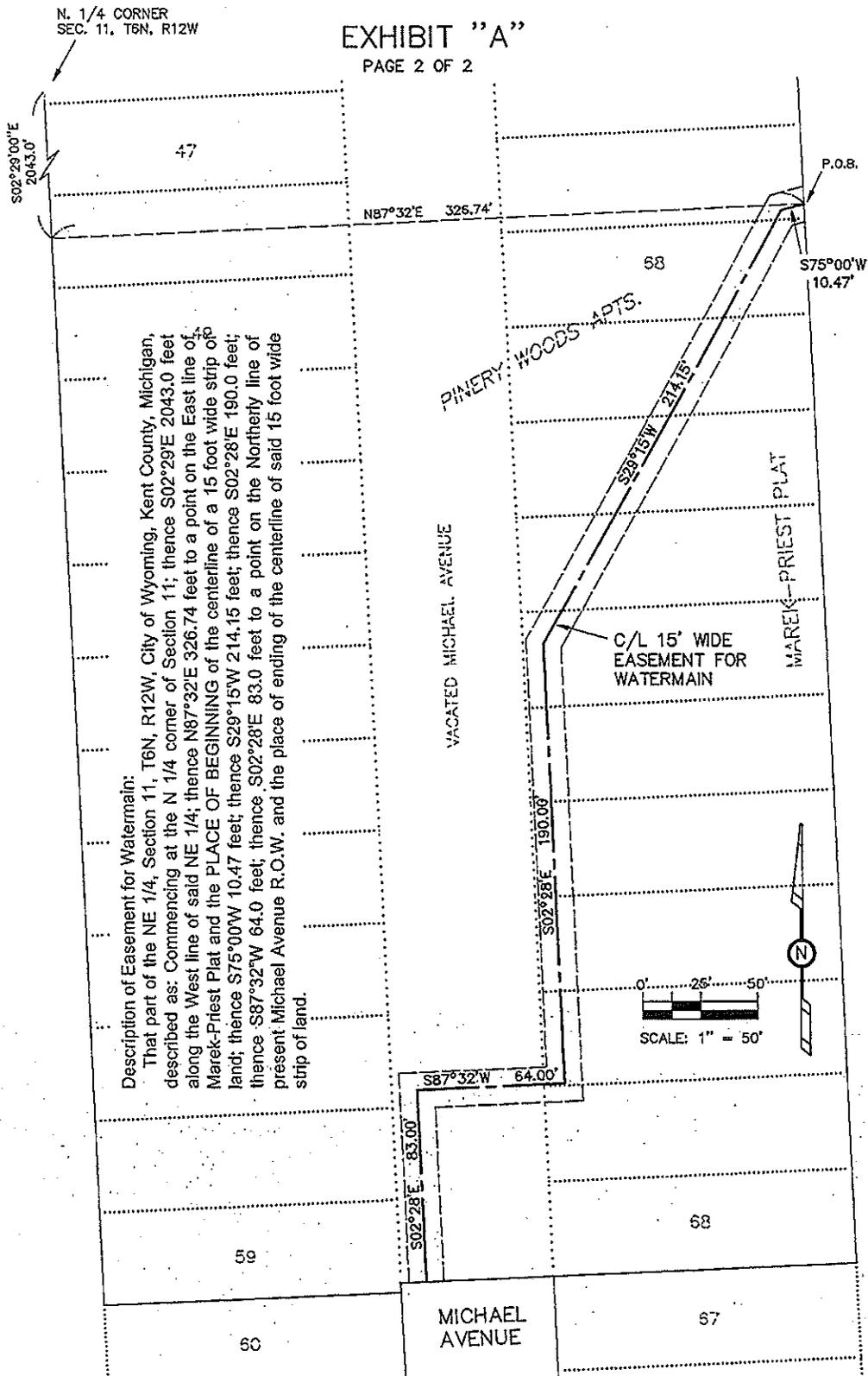
Prepared by: Exxel Engineering, Inc.
5252 Clyde Park Avenue, SW
Grand Rapids, MI 49509

4/13/11 djr

RE: PINERY WOODS APTS

P:\111125\dwg\111125-2010.dwg (E-1M1)

EXHIBIT "A"
PAGE 2 OF 2



Description of Easement for Watermain:
That part of the NE 1/4, Section 11, T6N, R12W, City of Wyoming, Kent County, Michigan, described as: Commencing at the N 1/4 corner of Section 11; thence S02°29'E 2043.0 feet along the West line of said NE 1/4; thence NB7°32'E 326.74 feet to a point on the East line of Marek-Priest Plat and the PLACE OF BEGINNING of the centerline of a 15 foot wide strip of land; thence S75°00'W 10.47 feet; thence S29°15'W 214.15 feet; thence S02°28'E 190.0 feet; thence S87°32'W 64.0 feet; thence S02°28'E 83.0 feet to a point on the Northernly line of present Michael Avenue R.O.W. and the place of ending of the centerline of said 15 foot wide strip of land.

Prepared by: Exxel Engineering, Inc.
5252 Clyde Park Avenue, SW
Grand Rapids, MI 49509

4/13/11 djr

RE: PINERY WOODS APTS

2\111125\dwg\111125-2010.dwg (E-WMT)

05/16/11
Manager/KV

RESOLUTION NO. _____

RESOLUTION TO SET A PUBLIC HEARING TO CONSIDER
A PROPOSED REVISION TO THE BROWNFIELD PLAN
FOR THE GM SITE REDEVELOPMENT

WHEREAS, pursuant to the Brownfield Redevelopment Financing Act, 1996 PA 381, as amended (“Act 381”), the Brownfield Redevelopment Authority of the City of Wyoming (the “Authority”) approved and recommended that this City Council approve a proposed revision to the Brownfield Plan for the GM Site Redevelopment Project, as amended, a copy of which has been filed in the City Clerk’s Office (the “Plan”), to address issues specific to the redevelopment of the project, and

WHEREAS, Act 381 requires that, before approving the Plan, the City Council must give notice of and hold a public hearing.

NOW, THEREFORE, BE IT RESOLVED, that the City Council takes the following action:

1. The City Council shall hold a public hearing on the Plan on June 6, 2011 at 7:01 p.m. local time, in the City Council Chambers, City Hall, 1155 28th Street SW, Wyoming, Michigan.
2. The City Clerk shall give notice of this public hearing as follows:
 - a. Twice by publication in a newspaper of general circulation designated by the municipality not less than 10 nor more than 40 days before the hearing.
 - b. At least 10 days before the hearing to each of the taxing jurisdictions levying taxes subject to capture under the proposed Plan and the Michigan Economic Growth Authority. That notice shall be accompanied by a copy of the Plan and a copy of this resolution in order that such taxing jurisdictions can review the fiscal and economic implications of the Plan.
3. At the public hearing, the City Council shall provide an opportunity for interested persons to be heard and shall receive and consider written communications with references to the Plan, officials from any of the above taxing jurisdictions shall have the right to be heard in regard to the adoption of the Plan, and a record of that public hearing, including all data presented at the public hearing shall be made and preserved.
4. All resolution and parts of resolutions are, to the extent of any conflict with this resolution, hereby rescinded.

Councilmember _____ moved, seconded by Councilmember _____, that the above Resolution be adopted.

Motion carried: _____ Yeas, _____ Nays.

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on the 16th day of May, 2011.

Heidi A. Isakson
Wyoming City Clerk

Resolution No. _____

**CITY COUNCIL
CITY OF WYOMING
Kent County, Michigan**

**NOTICE OF PUBLIC HEARING TO CONSIDER A REVISED
CITY OF WYOMING BROWNFIELD PLAN**

The Wyoming City Council will hold a public hearing on June 6, 2011, at City Hall, 1155 28th Street, SW, Wyoming, MI 49509, at 7:01 p.m., local time, to consider public comment regarding a proposed revision to the Wyoming Brownfield Plan to facilitate the Former GM Site Redevelopment project at 300 36th Street, SW, 3838 Clay Avenue, SW, a portion of 301 36th Street, SW, and a portion of 229 36th Street, SW, located near Buchanan Avenue and US 131 in the City.

Copies of the proposed Plan, a legal description and map of the property to which the Plan applies will be available for inspection at the office of the City Clerk, 1155 28th Street, SW, Wyoming, MI 49509, during normal City business hours, 7:00 a.m. to 5:00 p.m., Monday through Thursday, excluding City holidays. Written comments concerning the proposed Plan may be submitted to the City Clerk by first class mail or in person up to the meeting time. All aspects of the Brownfield Plan will be open for discussion at the public hearing.

Heidi Isakson, Clerk

05/16/11
Clerk/IJ

RESOLUTION NO. _____

RESOLUTION OF APPRECIATION TO SALLY KARASIEWICZ FOR HER SERVICE
AS A MEMBER OF THE HOUSING COMMISSION
OF THE CITY OF WYOMING

WHEREAS, Sally Karasiewicz was appointed to the Housing Commission on July 3, 2006, and

WHEREAS, Sally Karasiewicz, as a member of the Housing Commission, gave generously of her time and talent to the citizens of Wyoming, now, therefore,

BE IT RESOLVED, the City Council for the City of Wyoming, on behalf of the citizens of the City of Wyoming, does hereby express its sincere appreciation to Sally Karasiewicz for her dedicated service as a member of the Housing Commission.

Councilmember _____ moved, seconded by Councilmember _____, that the above Resolution be adopted.

Motion carried: _____ Yeas _____ Nays

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on the 16th day of May, 2011.

Heidi A. Isakson
Wyoming City Clerk

Resolution No. _____

RESOLUTION NO. _____

RESOLUTION OF APPRECIATION TO KENNETH MERRISS, JR.
FOR HIS SERVICE AS A MEMBER OF THE VETERANS MEMORIAL GARDEN
COMMITTEE OF THE CITY OF WYOMING

WHEREAS, Kenneth Merriss, Jr. was appointed to the Veterans Memorial Garden Committee on July 7, 2008, and

WHEREAS, Kenneth Merriss, Jr. as a member of the Veterans Memorial Garden Committee gave generously of his time and talent to the citizens of Wyoming, now therefore,

BE IT RESOLVED, the City Council for the City of Wyoming, on behalf of the citizens of the City of Wyoming, does hereby express its sincere appreciation to Kenneth Merriss, Jr. for his dedicated service as a member of the Veterans Memorial Garden Committee.

Councilmember _____ moved, seconded by Councilmember _____, that the above Resolution be adopted.

Motion carried: _____ Yeas _____ Nays

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on the 16th day of May, 2011.

Heidi A. Isakson
Wyoming City Clerk

Resolution No. _____

RESOLUTION NO. _____

RESOLUTION TO REAPPOINT MEMBERS TO BOARDS, COMMISSIONS AND
COMMITTEES FOR THE CITY OF WYOMING

WHEREAS, the term of office for some members of various Boards, Commissions and Committees expires on June 30, 2011, and

WHEREAS, it is the desire of the City Council that members be reappointed to serve on certain Boards, Commissions and Committees for the City of Wyoming, now, therefore,

BE IT RESOLVED, that the City Council for the City of Wyoming, Michigan, does hereby reappoint the following named persons to serve on certain Boards, Commissions and Committees for the City of Wyoming for the terms so stated.

<u>BOARD, COMMISSION OR COMMITTEE</u>	<u>TERM ENDING</u>
<u>Building Authority</u> William Dooley	06/30/2014
<u>Community Development Committee</u> Frederick Sturim	06/30/2013
<u>Election Commission</u> Douglas Hoekstra, Jr.	06/30/2013
<u>Historical Commission</u> Rachel Connell Shawn Snow	06/30/2014 06/30/2014
<u>Housing Board of Appeals</u> William Kerby	06/30/2016
<u>Parks & Recreation Commission</u> Eric Hartfield	06/30/2014
<u>Veterans Memorial Garden Committee</u> Douglas Broek	06/30/2014
<u>Zoning Board of Appeals</u> William VanderSluis	06/30/2014

Councilmember _____ moved, seconded by Councilmember _____, that the above Resolution be adopted.

Motion carried: _____ Yeas _____ Nays

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held in the 16th day of May, 2011.

Heidi A. Isakson
Wyoming City Clerk

Resolution No. _____

RESOLUTION NO. _____

RESOLUTION TO REAPPOINT MEMBERS TO THE
PLANNING COMMISSION FOR THE CITY OF WYOMING

WHEREAS, the term of office for some members of the Planning Commission, expires on June 30, 2011, and

WHEREAS, it is the desire of Mayor Jack A. Poll that members be reappointed to serve on the Planning Commission for the City of Wyoming:

<u>BOARD, COMMISSION OR COMMITTEE</u>	<u>TERM ENDING</u>
<u>Planning Commission</u>	
John Bueche	06/30/2014
Chris Weller	06/30/2014

BE IT RESOLVED, that the City Council does hereby confirm the reappointment of members to the Planning Commission for the City of Wyoming to the terms so stated.

Councilmember _____ moved, seconded by Councilmember _____, that the above Resolution be adopted.

Motion carried: _____ Yeas _____ Nays

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held in the 16th day of May, 2011.

Heidi A. Isakson
Wyoming City Clerk

Resolution No. _____

RESOLUTION NO. _____

RESOLUTION TO APPROVE AN APPLICATION FOR AN INDUSTRIAL
FACILITIES EXEMPTION CERTIFICATE IN THE CITY OF WYOMING
FOR BENTELER AUTOMOTIVE CORPORATION AND AUTHORIZING THE
MAYOR AND CITY CLERK TO SIGN THE IFT AGREEMENT

WHEREAS, Benteler Automotive Corporation has submitted an application for an Industrial Facilities Exemption Certificate pursuant to the provisions of Act 198, Public Acts of 1974, as amended, for new machinery and equipment with an estimated cost of \$5,097,900.00 for personal property, and

WHEREAS, the new machinery and equipment will be located at 3721 Hagen Drive SE, Wyoming, Michigan and will be within Industrial Development District Number 117 established by Resolution Number 11824 adopted on June 16, 1986, and Number 177 established by Resolution Number 16813 adopted October 17, 1994, and

WHEREAS, a public hearing on whether to approve the Certificate was held on May 16, 2011, at 7:01 p.m. in the Council Chambers, City Hall, 1155 28th Street SW, Wyoming, Michigan at which the applicant, the Assessor, and all affected taxing units were given an opportunity to be heard on the application, and

WHEREAS, completion of the project has the reasonable likelihood to retain, create, or prevent the loss of employment in the City of Wyoming, and

WHEREAS, staff reviewed this application and recommended to the City Council that this application be approved, and

WHEREAS, the City Council has determined that the granting of this Certificate, when considered together with the aggregate amount of Industrial Facilities Exemption Certificates previously granted and currently in force, shall not have the effect of substantially impeding the operating of the City of Wyoming or impairing the financial soundness of any other taxing unit that levies an ad valorem property tax within the City of Wyoming; now therefore,

BE IT RESOLVED, that the City of Wyoming takes the following action:

The application by Benteler Automotive Corporation for an Industrial Facilities Exemption Certificate for new machinery and equipment having an estimated cost of \$19,173,770.00 for personal property be approved for a period of twelve (12) years, and

BE IT FURTHER RESOLVED that the City Council of the City of Wyoming does hereby approve the IFT Agreement as amended and authorizes the Mayor and City Clerk to sign the IFT Agreement as amended as part of the documentation required to process applications for an Industrial Facilities Exemption Certificate.

Councilmember _____ moved, seconded by Councilmember _____, that the above Resolution be adopted.

Motion carried: _____ Yeas, _____ Nays.

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on the 16th day of May, 2011.

Heidi A. Isakson
Wyoming City Clerk

Resolution No. _____

MEMORANDUM

To: Wyoming City Council
Curtis L. Holt, City Manager

From: Barbara VanDuren, Deputy City Manager

Date: April 26, 2011

Subject: Benteler Automotive Corporation

The City has received a letter from Benteler Automotive Corporation requesting the approval of an Industrial Facilities Exemption Certificate (IFT). Staff has reviewed the IFT application for the project, which is summarized below:

Address of project: 3721 Hagen Drive SE
Wyoming, MI 49548

Personal Property: \$5,097,900.00
Real Property: \$ 0.00

Estimated Jobs: 30 new jobs
583 jobs retained

Starting date of the project: March 2011

Benteler Automotive Corporation has been growing in the City of Wyoming for 25 years. Benteler is an automotive parts manufacturer and employs 583 people. The planned investment for the facility will allow the company to install equipment for the production of Tier 1 automotive exhaust components and the hiring of an additional 30 employees.

Staff is recommending a twelve year IFT be granted to Benteler Automotive Corporation, based on the City of Wyoming's Economic Development Policy. The calculation of the years of the IFT is summarized as follows:

Scoring Factors	Points
Firm Commitment	5.19
Quantity of Jobs	15.00
Retention of Jobs	145.75
Quality of Jobs	25.49
Citizenship	10.01
Diversification	10.00
Business Life	6.25
Redevelopment	0.00
Total points	<u>217.69</u>

It is estimated the City's percentage of the IFT would become 13.19%. The estimated first year tax savings for Benteler Automotive Corporation, which is located in the Godwin Public School District, is \$75,698.97.

INDUSTRIAL FACILITIES TAX ABATEMENT AGREEMENT

This Industrial Facilities Tax Abatement Agreement is made as of _____, 2011, pursuant to 1974 PA 198, as amended, MCL 207.552 *et seq.* ("Act 198") between the City of Wyoming, a local governmental unit as defined in Act 198, the address of which is 1155 – 28th Street SW, PO Box 905, Wyoming, MI 49509-0905 (the "City") and Benteler Automotive, a Corporation, the address of which is 3721 Hagen Drive SE, Wyoming MI 49548 (the "Company").

RECITALS

- A. The Company applied for an Industrial Facilities Tax Abatement pursuant to Act 198 on the application a copy of which is attached as Exhibit A and incorporated by reference (the "Application").
- B. Following a public hearing on May 16, 2011, the City Council of the City adopted a resolution to approve the tax abatement for a period of 12 years conditional upon the parties entering into this Agreement (the "Abatement") for the property located at 3721 Hagen Drive SE, in the City (the "site of the Abatement").
- C. The City Council did so upon the Company's representations in the Application and upon the understanding that doing so would enhance the City's employment and tax base as indicated in the application and as stated at the public hearing which enhancements would exceed the term of the tax abatement.

TERMS AND CONDITIONS

In exchange for the consideration in and referred to by this Agreement, the parties agree:

1. The Company affirms the statements in the application and the statements at the public hearing that it will invest not less than \$ 5,097,900 in improvements to its property in the City and that at least 30 new job(s) will be created and at least 583 jobs will be retained as a result of that investment. The Company further pledges that those improvements will remain in place or be replaced by comparably valued improvements for at least 2 years after the expiration of the term of the Abatement and the jobs created and maintained will remain in existence within the City for at least 2 years after the expiration of the term of the Abatement.
2. The City is relying upon and the Company agrees the City may rely upon the representations in the preceding paragraph, in the Application, and at the public hearing, for purposes of determining the length of the Abatement, the amount of the Abatement, and other terms of the Abatement.
3. Beginning on December 31 of the year which is 2 years after the Abatement is granted (*i.e.*, 2013) and each December 31 thereafter the Company shall submit a letter to the City, stating:
 - (a) The number of new jobs projected in the Application to be created and retained upon the project's completion and the actual number of new jobs created.
 - (b) The number of employees at the time of the Application and the current number of employees.
 - (c) The estimated project cost stated in the Application and the actual project cost.
4. Upon receipt of the letter provided for in the preceding paragraph:
 - (a) The City may either:
 - (1) Apply the criteria in the City Act 198 Tax Abatement Policy in effect as of the date of this Agreement and increase or decrease the term of the Abatement to the maximum number of years allowable under that Policy based on the Company's actual employment levels and project costs as stated in the letter, or

(2) If the number of new jobs or the cost of the project is substantially below that stated in the application for reasons within the control of the Company, the City Council may recommend revocation of the Abatement.

(b) The City may, in its discretion, waive its right to reduce the term of the years of the Abatement or to revoke the Abatement if:

(1) The Company has substantially met its stated goals, with only minor deviations which are not expected to reduce the anticipated benefits of the City, or

(2) Upon a finding of changed circumstances not reasonably anticipated by the Company at the time it made Application.

(c) The City shall provide the Company written notice of and an opportunity to address the City Council prior to formally considering any such actions.

5. The Company intends to continue operations within the City for the time period at least equal to two years beyond the expiration of the term of the Abatement as granted.

(a) If, at any time during the term of the Abatement or two years following the expiration or early termination of the Abatement, the City determines based on a Company announcement or other reasonably reliable information that the Company is intending to discontinue or substantially curtail its operations on the site of the Abatement, or the City determines that the company has discontinued or substantially curtailed its operations on the site of the Abatement, or the no longer employs on the Site of the Abatement the number of employees represented in the Application and in this Agreement:

(1) The City Council may, in its sole discretion, request revocation of the Abatement; and

(2) The City Council, in its sole discretion, may require the Company to pay the City an amount equal to the total taxes abated by the City under the Abatement.

(b) In making any decision under the preceding subparagraph (a) the City Council shall consider whether:

(1) Due to events or conditions which were unforeseeable by either party on the date of this Agreement, and absent the fault of either party, it has become impossible or commercially impractical for the Company to continue its operation on the site of the Abatement; or

(2) The Company has substantially complied with all requirements of this Agreement, such that the Company's failure to comply fully with all requirements was neither willful nor intentional, and the City has reasonably received the benefits anticipated from granting the Abatement.

(c) The City shall provide the Company written notice of and an opportunity to address the City Council prior to formally considering any such actions.

6. This Agreement is entered into according to Section 22 of Act 198, as amended, MCL 207.572, is in addition to the other requirements of Public Act 198, and does not modify or waive any requirements of Act 198.

7. This is the entire agreement between the parties as to its subject matter. No unwritten agreements shall have any effect. This Agreement may be modified only with a written agreement signed by both parties following approval of the City Council.

The parties have signed this Agreement as of the date first written above.

CITY OF WYOMING

Benteler Automotive Corp.

By: _____
Jack A. Poll, Mayor

By: MBE
Steve Bates, Plant Manager

By: _____
Heidi A. Isakson, City Clerk

By: _____
_____, _____

Date signed: _____, 2011

Date signed: 4/1, 2011

RESOLUTION NO. _____

**GENERAL APPROPRIATIONS ACT
A RESOLUTION TO ADOPT THE BUDGET FOR THE CITY OF WYOMING
FOR THE FISCAL YEAR ENDING JUNE 30, 2012 AND TO
PROVIDE FOR THE AMOUNT TO BE RAISED BY PROPERTY TAXES**

WHEREAS, Chapter 8 of the Charter of the City of Wyoming requires that the City Manager submit a recommended budget to the City Council; that a public hearing be held on said proposed budget; and that the City Council by resolution adopt a budget for the ensuing fiscal year, make an appropriation of the money needed therefore, and designate the sum to be raised by taxation; and

WHEREAS, the Manager has submitted said budget recommendation and a public hearing has been held thereon; now, therefore,

BE IT RESOLVED, as provided in Section 8.4 of the City Charter, and in conformity with Public Act 621 of 1978, the Uniform Budgeting and Accounting Act, that the budgets attached hereto and made a part hereof by reference are hereby considered and adopted, to be administered on an activity level, with the exception of the Capital Improvement Fund, which will be administered on a project level, as the budgets of the City of Wyoming to cover the operations and expenditures thereof for the fiscal year ending June 30, 2012,

BE IT FURTHER RESOLVED that the amount necessary to be raised by taxation by the levy of 11.6373 mills for operations (0.6881 mills greater than the base tax rate of 10.9492 mills, as defined by Public Act 5 of 1982), and levy of .2500 mills for general debt on the taxable value of all real and personal property in the City be approved as follows:

<u>Levy</u>	<u>P.A. 5 Base Rate</u>	<u>Additional Rate</u>	<u>City Tax Rate</u>	<u>Headlee Limit</u>
Operations - Charter Levies	10.8438	0.3935	11.2373	11.7905
Operations - State Levies	<u>0.1054</u>	<u>0.2946</u>	<u>0.4000</u>	<u>2.7890</u>
Total Operations	<u>10.9492</u>	<u>0.6881</u>	11.6373	<u>14.5795</u>
Debt Service				
Library Construction Bonds			<u>0.2500</u>	
Total Debt Service			<u>0.2500</u>	
Total Tax Rate			<u>11.8873</u>	

BE IT FURTHER RESOLVED that the City Manager be authorized to transfer necessary amounts between activities/departments within a fund and make any adjustments within a fund which do not affect ending fund balance.

Council member _____ moved, seconded by Council member _____, that the above Resolution be adopted.

Motion carried: _____ Yeas _____ Nays

I hereby certify that the foregoing Resolution was adopted by the Council of the City of Wyoming, Michigan, at a regular session held on the _____ day of _____, 2011.

HEIDI A. ISAKSON
Wyoming City Clerk

Resolution No. _____

City of Wyoming, Michigan
Annual Budget by Account Classification Report
Summary

	2011 Amended Budget	2011 Estimated Amount	2012 City Manager Recommended
Fund: 101 General Fund			
Revenue			
Taxes	\$ 10,789,200	\$ 10,749,042	\$ 10,324,300
Licenses and Permits	815,000	873,000	890,000
Federal Grants	705,750	478,150	730,330
State Grants	4,364,380	5,364,130	4,993,950
Contributions from Local Units	319,530	332,740	246,980
Charges for Service	4,265,920	4,307,040	3,931,310
Fines and Forfeitures	1,800,000	1,568,000	1,600,000
Interest and Rentals	267,740	238,840	271,590
Other Revenues	78,610	73,140	68,800
Other Financing Sources	6,784,650	6,911,249	6,500,050
Revenue Totals	<u>30,190,780</u>	<u>30,895,331</u>	<u>29,557,310</u>
Expenditures			
Personal Services	21,317,570	19,953,540	20,501,060
Supplies	573,700	534,100	504,540
Other Services and Charges	7,305,990	7,942,362	8,399,250
Capital Outlay	644,110	625,910	410,000
Transfers Out	(138,050)	(247,060)	(257,540)
Expenditure Totals	<u>29,703,320</u>	<u>28,808,852</u>	<u>29,557,310</u>
Fund Total: General Fund	487,460	2,086,479	-
Fund Balance, Beginning	<u>7,969,761</u>	<u>7,969,761</u>	<u>10,056,240</u>
Fund Balance, Ending	<u>\$ 8,457,221</u>	<u>\$ 10,056,240</u>	<u>\$ 10,056,240</u>
Tax Rate (Mills)	\$ 4.6695		\$ 4.6695

City of Wyoming, Michigan
Annual Budget by Account Classification Report
Summary

	2011 Amended Budget	2011 Estimated Amount	2012 City Manager Recommended
Fund: 110 Allocation Fund			
Revenue			
Other Financing Sources	\$ -	\$ -	\$ -
Revenue Totals	<u>-</u>	<u>-</u>	<u>-</u>
Expenditures			
Personal Services	1,179,330	1,161,030	1,217,910
Supplies	12,600	9,700	9,600
Other Services and Charges	112,370	136,220	142,680
Capital Outlay	(168,000)	(162,930)	(287,850)
Transfers Out	(1,136,300)	(1,144,020)	(1,082,340)
Expenditure Totals	<u>-</u>	<u>-</u>	<u>-</u>
Fund Total: Allocation Fund	-	-	-
Fund Balance, Beginning	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balance, Ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

City of Wyoming, Michigan
Annual Budget by Account Classification Report
Summary

	2011 Amended Budget	2011 Estimated Amount	2012 City Manager Recommended
Fund: 202 Major Streets Fund			
Revenue			
Licenses and Permits	\$ 240,000	\$ 225,000	\$ 230,000
Federal Grants	675,310	675,317	-
State Grants	3,182,300	3,350,000	3,350,000
Contributions from Local Units	-	-	-
Charges for Service	-	4,000	-
Interest and Rentals	2,000	1,000	1,200
Other Revenues	30,000	71,700	30,000
Other Financing Sources	-	(361,070)	(450,000)
Revenue Totals	<u>4,129,610</u>	<u>3,965,947</u>	<u>3,161,200</u>
Expenditures			
Personal Services	1,266,400	1,270,310	1,257,180
Supplies	476,420	440,120	519,440
Other Services and Charges	1,501,158	1,452,120	1,176,920
Capital Outlay	654,990	77,490	-
Transfers Out	361,070	361,070	450,000
Expenditure Totals	<u>4,260,038</u>	<u>3,601,110</u>	<u>3,403,540</u>
Fund Total: Major Streets Fund	(130,428)	364,837	(242,340)
Fund Balance, Beginning	<u>978,978</u>	<u>978,978</u>	<u>1,343,815</u>
Fund Balance, Ending	<u>\$ 848,550</u>	<u>\$ 1,343,815</u>	<u>\$ 1,101,475</u>

City of Wyoming, Michigan
Annual Budget by Account Classification Report
Summary

	2011 Amended Budget	2011 Estimated Amount	2012 City Manager Recommended
Fund: 203 Local Streets Fund			
Revenue			
Licenses and Permits	\$ 30,000	\$ 30,000	\$ 30,000
State Grants	950,500	1,000,000	1,000,000
Charges for Service	-	650	-
Interest and Rentals	15,000	1,500	1,500
Other Revenues	5,000	35,500	5,000
Other Financing Sources	361,070	361,070	450,000
Revenue Totals	<u>1,361,570</u>	<u>1,428,720</u>	<u>1,486,500</u>
Expenditures			
Personal Services	654,000	672,030	556,660
Supplies	191,630	190,990	171,300
Other Services and Charges	701,820	697,910	678,200
Capital Outlay	3,340	3,340	-
Expenditure Totals	<u>1,550,790</u>	<u>1,564,270</u>	<u>1,406,160</u>
Fund Total: Local Streets Fund	(189,220)	(135,550)	80,340
Fund Balace, Beginning	<u>568,770</u>	<u>568,770</u>	<u>433,220</u>
Fund Balance, Ending	<u>\$ 379,550</u>	<u>\$ 433,220</u>	<u>\$ 513,560</u>

City of Wyoming, Michigan
Annual Budget by Account Classification Report
Summary

	2011 Amended Budget	2011 Estimated Amount	2012 City Manager Recommended
Fund: 205 Public Safety Fund			
Revenue			
Taxes	\$ 2,597,600	\$ 2,650,700	\$ 2,499,500
Interest and Rentals	6,500	500	500
Revenue Totals	<u>2,604,100</u>	<u>2,651,200</u>	<u>2,500,000</u>
Expenditures			
Transfers Out	2,604,100	2,651,200	2,500,000
Expenditure Totals	<u>2,604,100</u>	<u>2,651,200</u>	<u>2,500,000</u>
Fund Total: Public Safety Fund	-	-	-
Fund Balance, Beginning	-	-	-
Fund Balance, Ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Tax Rate (Mills)	\$ 1.2500		\$ 1.2500

City of Wyoming, Michigan
Annual Budget by Account Classification Report
Summary

	2011 Amended Budget	2011 Estimated Amount	2012 City Manager Recommended
Fund: 206 Fire Fund			
Revenue			
Taxes	\$ 1,548,200	\$ 1,590,500	\$ 1,499,800
Interest and Rentals	4,000	250	250
Other Financing Sources	-	-	-
Revenue Totals	<u>1,552,200</u>	<u>1,590,750</u>	<u>1,500,050</u>
Expenditures			
Transfers Out	<u>1,552,200</u>	<u>1,590,750</u>	<u>1,500,050</u>
Expenditure Totals	<u>1,552,200</u>	<u>1,590,750</u>	<u>1,500,050</u>
Fund Total: Fire Fund	-	-	-
Fund Balace, Beginning	<u>100</u>	<u>100</u>	<u>100</u>
Fund Balance, Ending	<u>\$ 100</u>	<u>\$ 100</u>	<u>\$ 100</u>
Tax Rate (Mills)	\$ 0.7500		\$ 0.7500

City of Wyoming, Michigan
Annual Budget by Account Classification Report
Summary

	2011 Amended Budget	2011 Estimated Amount	2012 City Manager Recommended
Fund: 207 Police Fund			
Revenue			
Taxes	\$ 2,600,400	\$ 2,650,700	\$ 2,499,500
Interest and Rentals	6,500	500	500
Other Financing Sources	-	-	-
Revenue Totals	<u>2,606,900</u>	<u>2,651,200</u>	<u>2,500,000</u>
Expenditures			
Transfers Out	<u>2,606,900</u>	<u>2,651,200</u>	<u>2,500,000</u>
Expenditure Totals	<u>2,606,900</u>	<u>2,651,200</u>	<u>2,500,000</u>
Fund Total: Police Fund	-	-	-
Fund Balace, Beginning	<u>100</u>	<u>100</u>	<u>100</u>
Fund Balance, Ending	<u>\$ 100</u>	<u>\$ 100</u>	<u>\$ 100</u>
Tax Rate (Mills)	\$ 1.2500		\$ 1.2500

City of Wyoming, Michigan
Annual Budget by Account Classification Report
Summary

	2011 Amended Budget	2011 Estimated Amount	2012 City Manager Recommended
Fund: 208 Parks and Recreation Fund			
Revenue			
Taxes	\$ 3,117,900	\$ 3,176,350	\$ 3,000,500
Federal Grants	989,524	974,554	172,130
State Grants	153,260	153,260	-
Contributions from Local Units	214,940	214,940	73,400
Charges for Service	224,630	242,600	231,950
Interest and Rentals	24,200	11,700	12,500
Other Revenues	45,050	46,450	30,700
Other Financing Sources	-	-	-
Revenue Totals	<u>4,769,504</u>	<u>4,819,854</u>	<u>3,521,180</u>
Expenditures			
Personal Services	2,881,290	2,830,890	1,977,790
Supplies	166,494	154,400	121,160
Other Services and Charges	1,497,240	1,455,225	1,342,480
Capital Outlay	410,200	255,110	250,000
Expenditure Totals	<u>4,955,224</u>	<u>4,695,625</u>	<u>3,691,430</u>
Fund Total: Parks and Recreation Fund	(185,720)	124,229	(170,250)
Fund Balace, Beginning	<u>1,070,864</u>	<u>1,070,864</u>	<u>1,195,093</u>
Fund Balance, Ending	<u>\$ 885,144</u>	<u>\$ 1,195,093</u>	<u>\$ 1,024,843</u>
Tax Rate (Mills)	\$ 1.5000		\$ 1.5000

City of Wyoming, Michigan
Annual Budget by Account Classification Report
Summary

	2011 Amended Budget	2011 Estimated Amount	2012 City Manager Recommended
Fund: 211 Sidewalk Fund			
Revenue			
Taxes	\$ 311,950	\$ 314,720	\$ 299,650
Interest and Rentals	1,600	500	400
Other Revenues	-	-	-
Other Financing Sources	-	-	-
Revenue Totals	<u>313,550</u>	<u>315,220</u>	<u>300,050</u>
Expenditures			
Personal Services	20,000	28,580	-
Supplies	15,000	14,000	-
Other Services and Charges	327,220	317,970	302,640
Expenditure Totals	<u>362,220</u>	<u>360,550</u>	<u>302,640</u>
Fund Total: Sidewalk Fund	(48,670)	(45,330)	(2,590)
Fund Balance, Beginning	<u>63,959</u>	<u>63,959</u>	<u>18,629</u>
Fund Balance, Ending	<u>\$ 15,289</u>	<u>\$ 18,629</u>	<u>\$ 16,039</u>
Tax Rate (Mills)	\$ 0.1500		\$ 0.1500

City of Wyoming, Michigan
Annual Budget by Account Classification Report
Summary

	2011 Amended Budget	2011 Estimated Amount	2012 City Manager Recommended
Fund: 230 Solid Waste Disposal Fund			
Revenue			
Taxes	\$ 208,070	\$ 209,800	\$ 798,470
Interest and Rentals	4,000	4,330	4,500
Other Revenues	-	-	-
Other Financing Sources	-	-	-
Revenue Totals	<u>212,070</u>	<u>214,130</u>	<u>802,970</u>
Expenditures			
Personal Services	44,470	53,300	49,300
Other Services and Charges	473,240	263,400	733,080
Capital Outlay	-	-	-
Expenditure Totals	<u>517,710</u>	<u>316,700</u>	<u>782,380</u>
Fund Total: Solid Waste Disposal Fund	(305,640)	(102,570)	20,590
Fund Balance, Beginning	<u>386,196</u>	<u>386,196</u>	<u>283,626</u>
Fund Balance, Ending	<u>\$ 80,556</u>	<u>\$ 283,626</u>	<u>\$ 304,216</u>
Tax Rate (Mills)	\$ 0.1000		\$ 0.4000

City of Wyoming, Michigan
Annual Budget by Account Classification Report
Summary

	2011 Amended Budget	2011 Estimated Amount	2012 City Manager Recommended
Fund: 249 Building Inspection Fund			
Revenue			
Licenses and Permits	\$ 772,000	\$ 930,000	\$ 1,024,000
Federal Grants	173,000	207,720	184,050
Charges for Service	168,500	129,580	148,560
Fines and Forfeitures	54,000	49,200	50,000
Interest and Rentals	-	250	400
Other Revenues	-	27,000	27,000
Other Financing Sources	113,160	-	-
Revenue Totals	<u>1,280,660</u>	<u>1,343,750</u>	<u>1,434,010</u>
Expenditures			
Personal Services	935,720	919,170	970,500
Supplies	11,850	11,720	11,500
Other Services and Charges	311,790	304,107	314,710
Capital Outlay	-	-	-
Expenditure Totals	<u>1,259,360</u>	<u>1,234,997</u>	<u>1,296,710</u>
Fund Total: Building Inspection Fund	21,300	108,753	137,300
Fund Balace, Beginning	<u>43,478</u>	<u>43,478</u>	<u>152,231</u>
Fund Balance, Ending	<u>\$ 64,778</u>	<u>\$ 152,231</u>	<u>\$ 289,531</u>

City of Wyoming, Michigan
Annual Budget by Account Classification Report
Summary

	2011 Amended Budget	2011 Estimated Amount	2012 City Manager Recommended
Fund: 256 Community Development Fund			
Revenue			
Federal Grants	\$ 1,048,209	\$ 1,048,209	\$ 504,540
Charges for Service	72,000	148,420	143,440
Interest and Rentals	13,500	13,970	13,000
Other Revenues	447,048	208,620	75,700
Other Financing Sources	125,750	85,089	110,000
Revenue Totals	<u>1,706,507</u>	<u>1,504,308</u>	<u>846,680</u>
Expenditures			
Contingency	59,222	-	44,760
Personal Services	219,815	193,430	170,840
Supplies	2,200	2,200	1,200
Other Services and Charges	1,434,042	1,317,450	628,880
Capital Outlay	-	-	1,000
Expenditure Totals	<u>1,715,279</u>	<u>1,513,080</u>	<u>846,680</u>
Fund Total: Community Development Fund	(8,772)	(8,772)	-
Fund Balace, Beginning	<u>8,772</u>	<u>8,772</u>	<u>-</u>
Fund Balance, Ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

City of Wyoming, Michigan
Annual Budget by Account Classification Report
Summary

	2011 Amended Budget	2011 Estimated Amount	2012 City Manager Recommended
Fund: 265 Drug Law Enforcement Fund			
Revenue			
Fines and Forfeitures	\$ 10,000	\$ 4,210	\$ 5,000
Interest and Rentals	300	100	80
Other Financing Sources	-	-	-
Revenue Totals	<u>10,300</u>	<u>4,310</u>	<u>5,080</u>
Expenditures			
Transfers Out	<u>18,650</u>	<u>18,099</u>	-
Expenditure Totals	<u>18,650</u>	<u>18,099</u>	-
Fund Total: Drug Law Enforcement Fund	(8,350)	(13,789)	5,080
Fund Balace, Beginning	<u>24,695</u>	<u>24,695</u>	<u>10,906</u>
Fund Balance, Ending	<u>\$ 16,345</u>	<u>\$ 10,906</u>	<u>\$ 15,986</u>

City of Wyoming, Michigan
Annual Budget by Account Classification Report
Summary

	2011 Amended Budget	2011 Estimated Amount	2012 City Manager Recommended
Fund: 271 Library Fund			
Revenue			
Taxes	\$ 208,300	\$ 212,060	\$ 199,700
Federal Grants	-	-	-
Contributions from Local Units	41,030	41,030	41,030
Interest and Rentals	10,000	7,110	6,500
Other Revenues	-	-	-
Other Financing Sources	-	-	-
Revenue Totals	<u>259,330</u>	<u>260,200</u>	<u>247,230</u>
Expenditures			
Supplies	32,400	28,750	31,200
Other Services and Charges	395,020	375,880	389,490
Capital Outlay	-	-	-
Expenditure Totals	<u>427,420</u>	<u>404,630</u>	<u>420,690</u>
Fund Total: Library Fund	(168,090)	(144,430)	(173,460)
Fund Balance, Beginning	<u>887,188</u>	<u>887,188</u>	<u>742,758</u>
Fund Balance, Ending	<u>\$ 719,098</u>	<u>\$ 742,758</u>	<u>\$ 569,298</u>
Tax Rate (Mills)	\$ 0.1000		\$ 0.1000

City of Wyoming, Michigan
Annual Budget by Account Classification Report
Summary

	2011 Amended Budget	2011 Estimated Amount	2012 City Manager Recommended
Fund: 301 Debt Service Fund			
Revenue			
Taxes	\$ 519,400	\$ 529,260	\$ 580,100
Interest and Rentals	3,000	1,000	800
Other Financing Sources	1,331,870	1,305,750	1,134,800
Revenue Totals	<u>1,854,270</u>	<u>1,836,010</u>	<u>1,715,700</u>
Expenditures			
Other Services and Charges	-	-	-
Debt Service	1,892,950	1,866,830	1,679,260
Expenditure Totals	<u>1,892,950</u>	<u>1,866,830</u>	<u>1,679,260</u>
Fund Total: Debt Service Fund	(38,680)	(30,820)	36,440
Fund Balance, Beginning	<u>227,991</u>	<u>227,991</u>	<u>197,171</u>
Fund Balance, Ending	<u>\$ 189,311</u>	<u>\$ 197,171</u>	<u>\$ 233,611</u>
Tax Rate (Mills)	\$ 0.2500		\$ 0.2500

City of Wyoming, Michigan
Annual Budget by Account Classification Report
Summary

	2011 Amended Budget	2011 Estimated Amount	2012 City Manager Recommended
Fund: 320 MTF Major Str Debt Service Fund			
Revenue			
Interest and Rentals	\$ -	\$ -	\$ -
Other Financing Sources	1,535,450	1,535,370	1,166,100
Revenue Totals	<u>1,535,450</u>	<u>1,535,370</u>	<u>1,166,100</u>
Expenditures			
Other Services and Charges	-	-	-
Debt Service	1,535,450	1,535,370	1,166,100
Transfers Out	-	-	-
Expenditure Totals	<u>1,535,450</u>	<u>1,535,370</u>	<u>1,166,100</u>
Fund Total: MTF Major Str Debt Service Fund	-	-	-
Fund Balance, Beginning	-	-	-
Fund Balance, Ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

City of Wyoming, Michigan
Annual Budget by Account Classification Report
Summary

	2011 Amended Budget	2011 Estimated Amount	2012 City Manager Recommended
Fund: 400 Capital Improvement Fund			
Revenue			
Taxes	\$ 3,895,400	\$ 3,967,980	\$ 3,138,200
Federal Grants	-	-	2,410,000
Contributions from Local Units	-	-	-
Charges for Service	-	152,850	-
Interest and Rentals	35,000	8,000	8,000
Other Revenues	1,800,000	1,170	-
Other Financing Sources	-	-	-
Revenue Totals	<u>5,730,400</u>	<u>4,130,000</u>	<u>5,556,200</u>
Expenditures			
Other Services and Charges	682,000	675,630	668,590
Capital Outlay	4,276,000	2,452,900	3,552,000
Transfers Out	1,664,280	1,664,200	1,234,830
Expenditure Totals	<u>6,622,280</u>	<u>4,792,730</u>	<u>5,455,420</u>
Fund Total: Capital Improvement Fund	(891,880)	(662,730)	100,780
Fund Balance, Beginning	<u>1,585,912</u>	<u>1,585,912</u>	<u>923,182</u>
Fund Balance, Ending	<u>\$ 694,032</u>	<u>\$ 923,182</u>	<u>\$ 1,023,962</u>
Tax Rate (Mills)	\$ 1.8678		\$ 1.5678

City of Wyoming, Michigan
Annual Budget by Account Classification Report
Summary

	2011 Amended Budget	2011 Estimated Amount	2012 City Manager Recommended
Fund: 588 Sewer - Bond and Interest Fund			
Revenue			
Interest and Rentals	\$ 30,000	\$ 15,000	\$ 17,000
Other Financing Sources	115,560	115,560	-
Revenue Totals	<u>145,560</u>	<u>130,560</u>	<u>17,000</u>
Expenditures			
Transfers Out	-	-	-
Expenditure Totals	<u>-</u>	<u>-</u>	<u>-</u>
Fund Total: Sewer - Bond and Interest Fund	145,560	130,560	17,000
Working Capital, Beginning	<u>3,524,573</u>	<u>3,524,573</u>	<u>3,655,133</u>
Working Capital, Ending	<u>\$ 3,670,133</u>	<u>\$ 3,655,133</u>	<u>\$ 3,672,133</u>

City of Wyoming, Michigan
Annual Budget by Account Classification Report
Summary

	2011 Amended Budget	2011 Estimated Amount	2012 City Manager Recommended
Fund: 589 Sewer - Construction Reserve			
Revenue			
Interest and Rentals	\$ 15,000	\$ 13,000	\$ 10,000
Other Financing Sources	90,000	90,000	100,000
Revenue Totals	<u>105,000</u>	<u>103,000</u>	<u>110,000</u>
Expenditures			
Transfers Out	1,655,110	1,655,110	-
Expenditure Totals	<u>1,655,110</u>	<u>1,655,110</u>	<u>-</u>
Fund Total: Sewer - Construction Reserve	(1,550,110)	(1,552,110)	110,000
Working Capital, Beginning	<u>4,904,216</u>	<u>4,904,216</u>	<u>3,352,106</u>
Working Capital, Ending	<u>\$ 3,354,106</u>	<u>\$ 3,352,106</u>	<u>\$ 3,462,106</u>

City of Wyoming, Michigan
Annual Budget by Account Classification Report
Summary

	2011 Amended Budget	2011 Estimated Amount	2012 City Manager Recommended
Fund: 590 Sewer Fund			
Revenue			
Contributions from Local Units	\$ 417,200	\$ 417,200	\$ 417,200
Charges for Service	16,249,800	16,157,000	16,554,800
Interest and Rentals	50,000	42,000	43,000
Other Revenues	50,000	71,000	13,000
Other Financing Sources	1,539,550	1,539,550	-
Revenue Totals	<u>18,306,550</u>	<u>18,226,750</u>	<u>17,028,000</u>
Expenditures			
Personal Services	3,531,690	3,711,300	3,711,340
Supplies	755,210	750,500	696,050
Other Services and Charges	7,171,360	7,086,540	7,501,280
Capital Outlay	2,402,610	1,773,292	378,200
Debt Service	3,931,410	3,941,360	3,908,830
Transfers Out	205,560	90,000	100,000
Expenditure Totals	<u>17,997,840</u>	<u>17,352,992</u>	<u>16,295,700</u>
Fund Total: Sewer Fund	308,710	873,758	732,300
Working Capital, Beginning	<u>4,396,263</u>	<u>4,396,263</u>	<u>5,270,021</u>
Working Capital, Ending	<u>\$ 4,704,973</u>	<u>\$ 5,270,021</u>	<u>\$ 6,002,321</u>

City of Wyoming, Michigan
Annual Budget by Account Classification Report
Summary

	2011 Amended Budget	2011 Estimated Amount	2012 City Manager Recommended
Fund: 591 Water Fund			
Revenue			
Contributions from Local Units	-	-	-
Charges for Service	\$ 20,717,900	\$ 19,528,780	\$ 20,400,140
Fines and Forfeitures	250,000	200,000	250,000
Interest and Rentals	335,850	200,000	203,000
Other Revenues	160,000	2,446,020	114,500
Other Financing Sources	-	5,235,800	-
Revenue Totals	<u>21,463,750</u>	<u>27,610,600</u>	<u>20,967,640</u>
Expenditures			
Personal Services	5,062,050	5,134,410	5,128,460
Supplies	1,611,050	1,552,830	1,607,990
Other Services and Charges	5,560,590	5,152,720	5,327,320
Capital Outlay	10,073,670	5,376,350	70,100
Debt Service	8,464,630	9,110,753	8,765,610
Transfers Out	100,000	80,000	100,000
Expenditure Totals	<u>30,871,990</u>	<u>26,407,063</u>	<u>20,999,480</u>
Fund Total: Water Fund	(9,408,240)	1,203,537	(31,840)
Working Capital, Beginning	<u>11,987,725</u>	<u>11,987,725</u>	<u>13,191,262</u>
Working Capital, Ending	<u>\$ 2,579,485</u>	<u>\$ 13,191,262</u>	<u>\$ 13,159,422</u>

City of Wyoming, Michigan
Annual Budget by Account Classification Report
Summary

	2011 Amended Budget	2011 Estimated Amount	2012 City Manager Recommended
Fund: 592 Water - Construction Reserve Fun			
Revenue			
Interest and Rentals	\$ 20,000	\$ 11,000	\$ 11,500
Other Financing Sources	100,000	80,000	100,000
Revenue Totals	<u>120,000</u>	<u>91,000</u>	<u>111,500</u>
Expenditures			
Transfers Out	-	-	-
Expenditure Totals	<u>-</u>	<u>-</u>	<u>-</u>
Fund Total: Water - Construction Reserve Fun	120,000	91,000	111,500
Working Capital, Beginning	<u>2,983,531</u>	<u>2,983,531</u>	<u>3,074,531</u>
Working Capital, Ending	<u>\$ 3,103,531</u>	<u>\$ 3,074,531</u>	<u>\$ 3,186,031</u>

City of Wyoming, Michigan
Annual Budget by Account Classification Report
Summary

	2011 Amended Budget	2011 Estimated Amount	2012 City Manager Recommended
Fund: 593 Water - Bonds and Interest			
Revenue			
Interest and Rentals	\$ 20,000	\$ 16,000	\$ 16,500
Other Financing Sources	-	-	-
Revenue Totals	<u>20,000</u>	<u>16,000</u>	<u>16,500</u>
Expenditures			
Transfers Out	-	-	-
Expenditure Totals	<u>-</u>	<u>-</u>	<u>-</u>
Fund Total: Water - Bonds and Interest	20,000	16,000	16,500
Working Capital, Beginning	<u>4,196,962</u>	<u>4,196,962</u>	<u>4,212,962</u>
Working Capital, Ending	<u>\$ 4,216,962</u>	<u>\$ 4,212,962</u>	<u>\$ 4,229,462</u>

City of Wyoming, Michigan
Annual Budget by Account Classification Report
Summary

	2011 Amended Budget	2011 Estimated Amount	2012 City Manager Recommended
Fund: 661 Motor Pool Fund			
Revenue			
Charges for Service	\$ 50,000	\$ 30,000	\$ -
Interest and Rentals	3,700,300	3,740,300	3,876,800
Other Revenues	-	6,130	-
Other Financing Sources	-	-	-
Revenue Totals	<u>3,750,300</u>	<u>3,776,430</u>	<u>3,876,800</u>
Expenditures			
Personal Services	633,290	600,670	592,290
Supplies	734,530	689,030	664,260
Other Services and Charges	1,082,920	1,015,720	1,026,950
Capital Outlay	-	-	50,000
Debt Service	-	-	-
Transfers Out	1,220,000	1,220,000	1,233,000
Expenditure Totals	<u>3,670,740</u>	<u>3,525,420</u>	<u>3,566,500</u>
Fund Total: Motor Pool Fund	79,560	251,010	310,300
Working Capital, Beginning	<u>161,831</u>	<u>161,831</u>	<u>412,841</u>
Working Capital, Ending	<u>\$ 241,391</u>	<u>\$ 412,841</u>	<u>\$ 723,141</u>

City of Wyoming, Michigan
Annual Budget by Account Classification Report
Summary

	2011 Amended Budget	2011 Estimated Amount	2012 City Manager Recommended
Fund: 662 Motor Pool - Depreciation Res			
Revenue			
Interest and Rentals	\$ 70,000	\$ 22,000	\$ 25,000
Other Revenues	-	80,730	-
Other Financing Sources	1,220,000	1,220,000	1,223,000
Revenue Totals	<u>1,290,000</u>	<u>1,322,730</u>	<u>1,248,000</u>
Expenditures			
Capital Outlay	901,650	901,650	1,369,000
Transfers Out	-	-	-
Expenditure Totals	<u>901,650</u>	<u>901,650</u>	<u>1,369,000</u>
Fund Total: Motor Pool - Depreciation Res	388,350	421,080	(121,000)
Working Capital, Beginning	<u>3,720,861</u>	<u>3,720,861</u>	<u>4,141,941</u>
Working Capital, Ending	<u>\$ 4,109,211</u>	<u>\$ 4,141,941</u>	<u>\$ 4,020,941</u>

City of Wyoming, Michigan
Annual Budget by Account Classification Report
Summary

	2011 Amended Budget	2011 Estimated Amount	2012 City Manager Recommended
Fund: 995 Downtown Development Authority			
Revenue			
Taxes	\$ 280,000	\$ 284,014	\$ 262,600
Interest and Rentals	4,500	4,500	4,500
Other Revenues	-	-	-
Revenue Totals	<u>284,500</u>	<u>288,514</u>	<u>267,100</u>
Expenditures			
Contingency	10,000	-	-
Supplies	1,000	500	1,000
Other Services and Charges	751,270	719,480	424,960
Debt Service	25,310	25,310	-
Expenditure Totals	<u>787,580</u>	<u>745,290</u>	<u>425,960</u>
Fund Total: Downtown Development Authority	(503,080)	(456,776)	(158,860)
Fund Balace, Beginning	<u>690,281</u>	<u>690,281</u>	<u>233,505</u>
Fund Balance, Ending	<u>\$ 187,201</u>	<u>\$ 233,505</u>	<u>\$ 74,645</u>

City of Wyoming, Michigan
Annual Budget by Account Classification Report
Summary

	2011 Amended Budget	2011 Estimated Amount	2012 City Manager Recommended
Fund: 999 Building Authority Blended CU			
Revenue			
Interest and Rentals	\$ 1,557,720	\$ 1,557,720	\$ 1,552,560
Revenue Totals	<u>1,557,720</u>	<u>1,557,720</u>	<u>1,552,560</u>
Expenditures			
Debt Service	1,557,500	1,557,500	1,552,250
Expenditure Totals	<u>1,557,500</u>	<u>1,557,500</u>	<u>1,552,250</u>
Fund Total: Building Authority Blended CU	220	220	310
Fund Balance, Beginning	<u>3,000</u>	<u>3,000</u>	<u>3,220</u>
Fund Balance, Ending	<u>\$ 3,220</u>	<u>\$ 3,220</u>	<u>\$ 3,530</u>

City of Wyoming

**All Funds - Revenue and Other Sources, Expenditures and Other Uses, and Changes in Fund
Fiscal Year 2011 - 2012**

	Fund Balance Beginning of Year	Revenue and Other Sources	Expenditures and Other Uses	Excess (Deficiency)	Fund Balance End of Year
General Fund	\$ 10,056,240	\$ 29,557,310	\$ 29,557,310	\$ -	\$ 10,056,240
Major Street	1,343,815	3,161,200	3,403,540	(242,340)	1,101,475
Local Street	433,220	1,486,500	1,406,160	80,340	513,560
Public Safety	0	2,500,000	2,500,000	0	0
Fire	100	1,500,050	1,500,050	0	100
Police	100	2,500,000	2,500,000	0	100
Parks & Recreation	1,195,093	3,521,180	3,691,430	(170,250)	1,024,843
Sidewalk Snow Removal & Repair	18,629	300,050	302,640	(2,590)	16,039
Solid Waste Disposal Fund	283,626	802,970	782,380	20,590	304,216
Inspections	152,231	1,434,010	1,296,710	137,300	289,531
Community Development Block Grant	0	846,680	846,680	0	0
Drug Law Enforcement	10,906	5,080	0	5,080	15,986
Library	742,758	247,230	420,690	(173,460)	569,298
Debt Service	197,171	1,715,700	1,679,260	36,440	233,611
MTF Major & Local Street Debt Service	0	1,166,100	1,166,100	0	0
Capital Improvement	923,182	5,556,200	5,455,420	100,780	1,023,962
Sewer*	5,270,021	17,028,000	16,295,700	732,300	6,002,321
Sewer Improvement Reserve*	3,352,106	110,000	0	110,000	3,462,106
Sewer Bond and Interest Reserve*	3,655,133	17,000	0	17,000	3,672,133
Water*	13,191,262	20,967,640	20,999,480	(31,840)	13,159,422
Water Improvement Reserve*	3,074,531	111,500	0	111,500	3,186,031
Water Bond and Interest Reserve*	4,212,962	16,500	0	16,500	4,229,462
Motor Pool*	412,841	3,876,800	3,566,500	310,300	723,141
Motor Pool Depreciation Reserve*	4,141,941	1,248,000	1,369,000	(121,000)	4,020,941
	<u>\$ 52,667,868</u>	<u>\$ 99,675,700</u>	<u>\$ 98,739,050</u>	<u>\$ 936,650</u>	<u>\$ 53,604,518</u>

* Working Capital Basis

0511
KSL

RESOLUTION NO. _____

A RESOLUTION TO APPROVE THE 2011-2012 BUDGET FOR
THE WYOMING DOWNTOWN DEVELOPMENT AUTHORITY

WHEREAS, Act 197 of 1995, the Downtown Development Authority Act, requires that Downtown Development Authorities annually prepare a budget subject to governing body approval, and

WHEREAS, the Wyoming Downtown Development Authority (DDA) has recommended the attached budget for Fiscal Year 2011/2012, now, therefore,

BE IT RESOLVED, that the Wyoming City Council does hereby approve the attached Wyoming DDA budget for Fiscal Year 2011/2012.

Councilmember _____ moved, seconded by Councilmember _____ that the above Resolution be adopted.

Motion carried: _____ yeas, _____ nays.

I hereby certify that the foregoing Resolution was adopted by the City Council of the City of Wyoming, Michigan, at a _____ session held on the _____ day of _____, 2011.

HEIDI A. ISAKSON
Wyoming City Clerk

Attachment

RESOLUTION NO. _____

City of Wyoming
Downtown Development Authority
2011-2012 Proposals and Justifications

Revenue: City Finance Director, Tim Smith, is projecting that we will hold even in the coming year. He has advised to budget for \$286,000, plus interest at \$4,500.

Operating Expenses:

- **Staff, \$61,200:** The DDA Budget currently helps support the salaries of Barbara VanDuren, and Kim Lucar.
- **Administrative Fees, \$10,510:** Various fees for administrative costs incurred to the City of Wyoming by the DDA.
- **Professional Services (Legal), 10,000;** Services are expected to be used for opportunities regarding development, assistance with legal issues, financing programs, acquisition and general advice.
- **Professional Services (Consultant), \$25,000;** to maximize the efforts of Turn On 28th Street additional funds are needed to create zoning revisions and move forward the fresh vision that is being created for 28th Street. The funds may also be used for facilitators to assist with community outreach.
- **Landscape Maintenance, \$30,000:** These funds will be used for the annual maintenance contract, as well as miscellaneous repair costs. Various services are provided by the contractor throughout the DDA district.
- **Marketing/Promotion, \$20,000:** These funds will be used to help promote the Turn on 28th Street project. Funds may be used for glossy handouts for developers and business owners or professionally created large fold out displays for marketing purposes at retail conferences. These funds also will be used for special campaigns during Metro Cruise and the Holidays.
- **Travel and Training, \$3,000:** The Turn on 28th Street Plan will provide us with a tool to take to ICSC events and other real estate shows. In addition, we would like to maintain involvement in the Michigan Downtown Association and engage in educational trainings.
- **Supplies, \$1,000:** Basic office and event supplies.
- **Printing and Advertising, \$1,500:** Costs for printing and mailing the DDA newsletter.
- **Other Services, 1,000:** Subscriptions, miscellaneous items.
- **Projects:**
 1. **Acquisitions/Gap Financing, \$71,500:** These are funds for economic development, such as incentive programs, land acquisition , or demolition assistance.
 2. **Mast Arm Signal, \$20,000:** Contribution to new Mast Arm Signal on Byron Center and 28th Street as part as MDOT resurfacing project.
 3. **Business Development, \$500:** Funds for developing business relations, such as on-site visits, coffee, lunches.
 4. **Christmas Decorations, \$2,000:** Replacements and decorations should anything new be added.
 5. **Banners, \$5,000:** Replacements as necessary.

6. **Metro Cruise, \$7,000:** Funds for the DDA involvement in the Cruise.
7. **Networking/Educational Membership Events, \$1,200:** Quarterly events such as DDA hosted seminars.
8. **Pedestrian Light Pole Replacements, \$4,000:** As needed.
9. **Street Trees, \$1,500:** Replacements as needed.

- **Contingency, \$10,000.**

TOTAL: \$285,910

City of Wyoming, Michigan
Downtown Development Authority
Budget Worksheet Report

Account Number	Description	2011	2011	2011	2012
		Amended Budget	Actual Amount	Estimated Amount	Department Requested
Revenues					
402.000	Property Taxes Property Taxes	\$ 280,000.00	\$ 284,014.04	\$ 284,014.00	\$ 262,600.00
664.000	Interest on Investments Interest on	4,500.00	2,674.41	4,500.00	4,500.00
Revenues Total		284,500.00	286,688.45	288,514.00	267,100.00
Expenditures					
700.000	Contingency Contingency	10,000.00	0.00	0.00	0.00
727.000	Office Supplies Office Supplies	1,000.00	0.00	500.00	1,000.00
801.000	Professional Services Professional Services	121,000.00	62,112.40	121,000.00	25,000.00
801.009	Professional Services Marketing	15,000.00	407.62	3,000.00	20,000.00
801.021	Professional Services Legal Special Counsel	3,000.00	0.00	1,000.00	10,000.00
802.000	Administrative Fee Administrative Fee	15,170.00	11,377.48	15,170.00	10,510.00
810.000	Contact Labor Contract Labor	61,200.00	45,900.00	61,200.00	61,200.00
860.000	Travel and Training Travel and Training	2,500.00	30.00	1,500.00	3,000.00
900.000	Printing & Advertising Printing & Advertising	1,500.00	192.65	1,000.00	1,500.00
932.000	Property Maintenance Property Maintenance	30,000.00	18,571.10	30,000.00	30,000.00
956.000	Other Services Other Services	1,000.00	228.80	500.00	1,000.00
967.000	Project Costs Project Costs	0.00	0.00	0.00	0.00
967.100	Project Costs Acquisitions/Gap Financing	469,000.00	0.00	469,000.00	221,500.00
967.110	Project Costs Banners	1,700.00	0.00	1,000.00	5,000.00
967.120	Project Costs Business Development	500.00	0.00	260.00	500.00
967.130	Project Costs Christmas Decorations	2,000.00	0.00	0.00	2,000.00
967.140	Project Costs Metro Cruise	5,000.00	3,450.00	3,450.00	7,000.00
967.150	Project Costs Networking/Educational Events	1,200.00	0.00	800.00	1,200.00
967.160	Project Costs Pedestrian Light Pole Replacemen	15,000.00	0.00	10,000.00	4,000.00
967.165	Project Costs Mast Arm Signal	0.00	0.00	0.00	20,000.00
967.170	Project Costs Realtor Services	5,000.00	0.00	0.00	0.00
967.180	Project Costs Street Trees	1,500.00	375.00	600.00	1,500.00
991.000	Bond Payments Bond Payments	25,310.00	25,251.84	25,310.00	0.00
995.000	Interest on Bonds Interest on Bonds	0.00	51.08	0.00	0.00
Expenditures Total		787,580.00	167,947.97	745,290.00	425,910.00
Net Revenue Over (Under) Expenditures		(503,080.00)	\$118,740.48	(456,776.00)	(158,810.00)
Fund Balance, beginning		670,150.00		670,150.00	213,374.00
Fund Balance, ending		\$ 167,070.00		\$ 213,374.00	\$ 54,564.00

RESOLUTION NO. 21

RESOLUTION TO RECOMMEND THE BUDGET FOR THE
CITY OF WYOMING DOWNTOWN DEVELOPMENT AUTHORITY
FOR THE FISCAL YEAR ENDING JUNE 30, 2012

WHEREAS, Public Act 197 of the State of Michigan requires the Director of the Downtown Development Authority to submit a budget to the Board of the Downtown Development Authority, and

WHEREAS, the Director has submitted said budget for recommendation, and

WHEREAS, Public Act 197 further states that said budget must be approved by the City Council of the City of Wyoming prior to adoption by the Board of the Downtown Development Authority; now, therefore,

BE IT RESOLVED, that the budget attached hereto and made a part hereof by reference is hereby considered and recommended by the Board of the City of Wyoming Downtown Development Authority for adoption by the City Council of the City of Wyoming.

Boardmember Poll moved, seconded by Boardmember Baker, that the above Resolution be adopted.

Motion carried: Yeas 5, Nays 0.

I hereby certify that the foregoing Resolution was adopted by the Board of the City of Wyoming Downtown Development Authority, at a meeting held on the 5th day of April, 2011.


LILLIAN VANDERVEEN
DDA Secretary

Attachment: Budget



Wyoming Downtown Development Authority

Telephone 616/530-7258
1155 - 28th Street, SW, Box 905 Wyoming, MI 49509-0905
Web: www.wyomingmi.gov

May 3, 2011



Ms. Heidi A. Isakson
City Clerk
Wyoming, MI

Dear Ms. Isakson:

Subject: Wyoming DDA Budgetary Action, 2011-2012

As per DDA State regulations, the Wyoming Downtown Development Authority (DDA) must develop a budget as prepared by the DDA Director for the next fiscal year. The budget is subject to City Council approval.

The DDA has discussed the proposed budget as prepared by DDA Director VanDuren, and as shown on the Budget Worksheet Report. An explanation of the larger budget items is as follows:

- **Staff, \$61,200:** The DDA budget currently pays for a portion of VanDuren, Lucar and Rynbrandt's salaries.
- **Administrative Fees, \$10,510:** Various fees for administrative costs incurred to the City of Wyoming by the DDA.
- **Professional Services (Consultant), \$25,000:** These funds have been budgeted for consultant services to be utilized in creating zoning revisions for 28th Street based on the Turn On 28th Street master plan.
- **Landscaping Maintenance, \$30,000:** These funds will used for the annual maintenance contract, as well as miscellaneous repair costs. Various services are provided by the contractor throughout the DDA district.
- **Marketing/Promotion, \$20,000:** These funds will be used to help promote the Turn On 28th Street project and special campaigns during Metro Cruise and the Holidays.
- **Acquisitions/Gap Financing, \$71,500:** These are funds for economic development, such as incentive programs, land acquisition, or demolition assistance.

BOARD OF DIRECTORS:

Douglas Kochneff, Chairman
Jeff Baker, Vice-Chairman
Lillian VanderVeen, Secretary

Richard Coombs
Dale Cross
Steven Harkema

Michael Martz
Mayor Jack Poll
Douglas Vandenberg

Timothy Smith, Treasurer

Barbara VanDuren, Director

At the DDA meeting of May 3, 2011, a motion was made by Mayor Poll, supported by Baker, to recommend to City Council adoption of the DDA budget for the fiscal year ending June 30, 2012. Motion carried unanimously.

The City Resolution is attached.

Sincerely,

A handwritten signature in cursive script that reads "Barbara VanDuren".

Barbara VanDuren, Director

Attachments: Resolution 21 from DDA
City Resolution

RESOLUTION NO. _____

RESOLUTION TO AMEND A PORTION OF THE
CITY OF WYOMING FEE SCHEDULE

WHEREAS, the City of Wyoming establishes by resolution certain fees, and

WHEREAS, from time to time information related to fees is reviewed to ensure they cover the related costs of administration, and

WHEREAS, various Sections of the existing Fee Schedule are in need of amendment, and

BE IT RESOLVED, the City Council of the City of Wyoming hereby adopts the attached revisions to the following Sections:

Section IV - Engineering Department
Section X - Utilities Department

Councilmember _____ moved, seconded by Councilmember _____, that the above Resolution be adopted.

Motion carried: _____ Yeas, _____ Nays

I hereby certify that the foregoing Resolution was adopted by the City Council of the City of Wyoming, Michigan at the regular session held on the 16th day of May, 2011.

Heidi A. Isakson
Wyoming City Clerk

Resolution No. _____

MEMORANDUM

DATE: May 4, 2011

TO: Curtis L. Holt, City Manager

FROM: William D. Dooley, Director of Public Works

SUBJECT: Portable Basketball Hoops

In May 2006, we established a policy to address the placement of portable basketball hoops in the public right-of-way, as outlined in the attached memo. This policy has worked well and we recommend that it continue as it is.

During the past five years there have been a number of instances where homeowners have placed portable basketball hoops (PBH's) alongside public streets in locations where the PBH does constitute an obstruction. In these instances, and only in response to complaints from neighbors or motorists, we have visited the sites and requested that the owners remove their PBH's from the street right-of-way and place them alongside their driveways behind the sidewalk. Most of these owners have relocated the PBH within a few days. In the few cases where this has not been accomplished within a period of ten days, we have picked up the PBH's and taken them to the public works facility where the owners are able to retrieve them. This process is consistent with Section 70-6 (c) of the City Code, having to do with the removal of signs from the street right-of-way. In the case of signs, the owners are charged a nominal fee of \$5.00 to retrieve each of their signs – a fee which was established in 1994.

Section 70-37 of the City Code also provides for the removal of obstructions from the street right-of-way. It stipulates, however, that “the expense of such removal shall be charged to the person responsible.” Due to the size and weight of the PBH's, this could result in charges in excess of \$100. We recommend that Wyoming establish a fixed fee of \$25.00 and amend Section 70-6 of the City Code to specifically address the removal of PBH's and the associated fee. We also request that this ordinance be adopted without delay as this is the time of year when we receive the most complaints. If the City Council agrees, we will prepare the appropriate ordinance for their May 16 or June 6 agenda.

Attachment: Memo of May 23, 2006
kh

IV – ENGINEERING DEPARTMENT

Administrative Fees

Preparation of Lien Contract	\$50.00
Preparation of Restrictive Covenant (waived when prepared in connection with special assessment roll)	\$100.00
Preparation or review of Easements	\$200.00

General Engineering Fees

Fire Lines	
Based on Construction	4.00%
Minimum Fee	\$150.00
Subdivision Inspection	
Based on Construction Cost	4.00%
Minimum Fee	\$150.00

Standard Special Assessment Rates

Whenever the City Council decides to levy Special Assessment to defray the costs of any improvements, the following Standard Special Assessment Rates shall govern:

Street

Rural Improvement – Residential	\$41.50 lf
Full Improvement – Residential	\$66.90 lf
Full Improvement – Commercial	\$84.40 lf

Sanitary Sewer

Main – Residential	\$27.40 lf
Main – Commercial	\$40.20 lf
6 inch service	\$1,790.00 ea
8 inch service	\$2,610.00 ea

Watermain

Main – Residential	\$17.00 lf
Main – Commercial	\$20.40 lf
1 inch service	\$1,030.00 ea
1 ½ inch service	\$1,030.00 ea
2 inch service	\$1,200.00 ea
6 inch service	\$2,930.00 ea
8 inch service	\$3,560.00 ea

Storm Sewer

12 inch lateral	\$1,180.00 ea
15 inch lateral	\$1,510.00 ea
18 inch lateral	\$1,650.00 ea

Sidewalk

4 inch - Residential	\$13.10 lf
6 inch – Commercial	\$18.20 lf

8 inch – Industrial	\$21.40 lf
Drive Approach	
Standard 4 inch – Residential	\$22.50 sy
Standard 8 inch – Commercial	\$33.10 sy
Standard 8 inch – Industrial	\$38.00 sy
Curb Return	\$2,080.00 ea
Tapered Curb Return	\$3,700.00 ea

Stormwater Fees

<u>Percent Impervious</u>	<u>Stormwater Fee (\$/AC)</u>
5%	\$ 1,690.00
10%	1,830.00
15%	1,970.00
20%	2,120.00
25%	2,260.00
30%	2,400.00
35%	2,540.00
40%	2,690.00
45%	2,830.00
50%	2,970.00
55%	3,110.00
60%	3,260.00
65%	3,400.00
70%	3,540.00
75%	3,680.00
80%	3,830.00
85%	3,970.00
90%	4,110.00
95%	4,250.00
100%	4,400.00

Street Permits

Minimum Insurance Policy Requirements Per Policy	
General Liability Coverages (Occurrence/Aggregate)	\$1,000,000/\$2,000,000
Automotive Liability/Combined Single Limit	\$1,000,000
Workers Compensation	\$500,000
Policy must name the City of Wyoming as Additional Insured	
Banners and Signs over right-of-way	\$40.00
Building Mover's Permit	\$100.00
Moving Oversized objects, less than 13 feet in width (per occurrence)	\$10.00
Moving Oversized objects, greater than 13 feet in width (per occurrence)	\$25.00

Moving Overweight objects (per occurrence)	\$75.00
Work performed outside of normal working hours requiring City Supervision	Actual Cost
Drive Culverts (City Installed)	Actual Cost
Underground Utilities (parallel to centerline)	
Per lineal Foot	\$0.20
Minimum Fee	\$125.00
Residential Drive Approach Construction	
Concrete	\$65.00
Asphalt	\$20.00
Reconstruction	\$20.00
Drive Removal (if performed separate from new Construction)	\$25.00
Landscaping Grades	\$50.00
Drive Grade Stakes (Only)	\$50.00
Commercial Drive Approach Construction	
Flared	\$100.00
Radius	\$220.00
Tapered	
Based on Construction Cost	4%
Minimum Fee	\$150.00
Reconstruction	\$50.00
Drive Removal (if performed separate from new Construction)	\$25.00
Sidewalk Construction	
New Construction	\$110.00
Reconstruction (>50 feet)	\$20.00
ADA Ramps	\$130.00
Restaking	\$50.00
Street Opening	\$300.00
Jack and Bore R.O.W	\$100.00
Traffic Closure (Detour)	\$350.00
Parkway Opening	\$25.00
Storm Sewer	\$25.00
Utility connection	\$25.00
Resurfacing Pavements	
Asphalt	Actual Cost plus 25%
Concrete	Actual Cost plus 25%
All street opening patches shall be replaced by a qualified Contractor or by the City of Wyoming (at the expense of the applicant)	
Miscellaneous	
All work within the right-of-way not covered in the above fees	\$25.00
Sign return	
For return of each sign removed from public property	\$5.00
Portable Basketball Hoop (PBH) Return	
For return of each PBH removed from public property	\$25.00
Telecommunications Permit	
Telecommunications providers permit	\$500.00



INTEROFFICE MEMORANDUM

To: Curtis Holt, City Manager
From: Andrea Boot, Treasurer
Date: May 11, 2011
Subject: Utility Rates and Fees Change Effective 07/01/11

During the 2011/12 budget meeting we discussed raising the utility commodity rates as outlined in the rate projections effective July 1, 2011. The attached rate schedule reflects these increases. The water commodity rate will increase to \$1.20, the sewer commodity rate will increase to \$2.10, the sewer only account fee will raise accordingly to \$54.60, which reflects 26 units (HCF) multiplied by the new sewer commodity rate, the pool filling permit and miscellaneous hydrant use daily fee will increase to \$60.00 from \$59.47, and the Water Construction Fee (60 days) will increase from \$57.50 to \$60.00 to reflect an approximate use of 50 units (HCF).

All other charges and fees will remain at the same level as they were effective 07/01/2010.

With your approval I would like to present these changes to the City Council as proposed in the 2011/12 budget revenue projections.

X - UTILITIES

These fees will be effective as of July 1, 2011

WASTEWATER PENALTIES

Concentration Level	Primary, Secondary and Tertiary Pollutants Average Quarterly Flow, gpd			
	0-10,000 Gals/Day*	10,000- 50,000 Gals/Day*	50,000- 100,000 Gals/Day*	>100,000 Gals/Day*
0-Limit (x)	No penalty	No penalty	No penalty	No penalty
>1(x) - 2(x)	\$56.87	\$113.74	\$170.64	\$227.51
>2(x) - 3(x)	113.74	227.51	341.26	455.02
>3(x) - 4(x)	170.64	341.26	511.90	682.53
>4(x)	284.38	568.77	853.16	1,000.00**

(x) Individual limits as listed in Sections 86-292 (b) (1) (b) and 86-292 (b) (2) (b) and 86-292 (b) (3) (b), General Maximum Limits for Primary, Secondary and Tertiary Toxic Pollutants.

pH	pH Penalty Average Quarterly Flow, gpd			
	0-10,000 Gals/Day*	10,000- 50,000 Gals/Day*	50,000- 100,000 Gals/Day*	>100,000 Gals/Day*
5.0 - 10.5	No penalty	No penalty	No penalty	No penalty
4.0 - 4.9	\$17.08	\$34.14	\$51.20	\$68.27
3.0 - 3.9	45.50	91.00	136.51	182.01
0 - 2.9	85.32	170.64	341.26	853.16

For violations of timed-based limitations of pH greater than 10.5 as specified in 86-291 (18).

>10.5	17.08	34.14	51.20	68.27
11.0 - 11.9	45.50	91.00	136.51	182.01
12.0 - above	85.32	170.64	341.26	853.16

*Based on average day for previous quarter

** Maximum penalty allowed by law

TREATED GROUNDWATER DISCHARGE

The following fees for treated groundwater discharges to the POTW are established:

(1) Permit fee, per permit issuance	199.07
(2) Inspection fee, per inspection	170.64

WASTEWATER SURCHARGE RATES

	Up to 340 mg/L	> 340 mg/L
BOD		
Rate/lb.	\$0.00	\$0.15
	Up to 355 mg/L	> 355 mg/L
SS		
Rate/lb.	\$0.00	\$0.16
	Up to 9.1 mg/L	> 9.1 mg/L
Phosphorus		
Rate/lb.	\$0.00	\$0.80
	Up to 96 mg/L	> 96 mg/L
Oil and Grease		
Rate/lb.	\$0.00	\$0.13
	Up to 700 mg/L	> 700 mg/L
COD*		
Rate/lb.	\$0.00	\$0.08

*Alternative to BOD, surcharges will not be levied for both BOD and COD on any given sample

INSTALLATIONS

Water Meters:

Meter Size	Charge
5/8 inch	\$ 224.09
1 inch	298.04
1.5 inch	534.65
2 inch	671.15
2 inch compound	1,751.83
3 inch	856.58
4 inch	2,107.88
6 inch	3,441.08
8 inch	5,305.54

Water Service Installation to Stop Box Only

1"	1,750.00
1.5"	2,727.00
2"	2,727.00

Watermain Tapping Actual cost plus 25%

Water System Development Charge
by tap size

1 inch	1,308.18
1 ½ inch	4,174.82
2 inch	5,221.36
3 inch	11,728.14
4 inch	31,237.13
6 inch	78,058.68
8 inch	104,074.40
12 inch	148,939.40

Sewer System Development Charge
by water tap size

1 inch	1,301.36
1 ½ inch	4,166.84
2 inch	5,192.92
3 inch	11,687.18
4 inch	31,119.95
6 inch	77,831.17
8 inch	103,770.70
12 inch	155,649.80

WATER SERVICE

Quarterly Ready-to-Serve Charge applicable to all customers with public water service. Ready-to-Serve Charge will be assessed whether or not the water meter is installed and whether or not water is being used. The ready-to-serve is not charged if the water lateral is capped because of destruction or demolition of the structure served by the lateral or for specific cases as decided by the Director of Utilities.

Water Meter Size	Charges
5/8 inch	\$ 22.75
1 inch	46.64
1 1/2 inch	100.10
2 inch	154.71
3 inch	268.46
4 inch	501.66
6 inch	1,003.33
8 inch	1,739.31

Water commodity rate (in addition to Readiness to Serve Charge):
Quantity steps applicable rate, per 100 cubic feet: **\$1.20**

SEWER SERVICE

Quarterly Ready-to-Serve Charge applicable to all customers with public sewer service. Ready-to-Serve Charge will be assessed whether or not sewer is being used. The ready-to-serve is not charged if the sewer lateral is capped because of destruction or demolition of the structure served by the lateral or for specific cases as decided by the Director of Utilities.

Water Meter Size	Charges
5/8 inch or no meter	\$ 12.31
1 inch	21.50
1 1/2 inch	39.90
2 inch	58.27
3 inch	141.01
4 inch	232.95
6 inch	462.75
8 inch	692.57
12 inch	1,064.24

Sanitary Sewer commodity rate (in addition to Readiness to Serve Charge):
per 100 cubic feet (hereinafter referred to as billing unit) of water use per quarter: **\$2.10**

Residential sewer billing units shall be determined by using 1.15 times the water use for the winter quarter which is hereby defined as any 3 months between November 1 and April 30. However, when the winter quarter use is less than 10 billing units, then 10 billing units shall be used. Provided, however, that in no case shall the billing units for sewer be greater than the total water use for any particular quarter.

Effective July 1, 2011, the minimum charge per quarter for those residential sewer users not served by the City's water system shall be **\$54.60** plus the applicable Ready to Serve Charge.

LATE CHARGE

A penalty of 10% of current charges for water and sewer will be added to any bill paid after the due date on the bill.

Customers with sewer only service shall have a service charge of 1 ½ percent per month assessed on the unpaid balance for that delinquent portion of their bill which becomes a lien placed on the property tax roll.

FIRE SPRINKLER CONNECTION

(per year charge applicable to unmetered connections):

4 inch and smaller connections to City main	\$ 164.96
6 inch connection to City main	519.88
8 inch connection to City main	883.88
10 inch connection to City main	1,820.08
12 inch connection to City main	2,959.88

MISCELLANEOUS FEES

Cash deposit for Section 86.43(4)	150.00
Collection Cost Recovery Fee	40.00
Water Construction Fee (60 days)	60.00
Pool Filling Permit:	
Homeowner and contractor	60.00
Miscellaneous Hydrant Usage:	
Used one day	60.00
Used after first day	60.00
Plus metered usage at current water rate, plus 100%	
Unauthorized hydrant use, penalty of	500.00
Unauthorized water use, penalty of	500.00

NPDES Permit Treated Groundwater

The permit fee for treated groundwater discharge shall be
\$.08 per 100 cubic feet.

WASTE HAULERS

The following fees for waste haulers permitted to discharge to the POTW are established.
Fees shall be assessed quarterly.

Leachate haulers Treatment Fee, per 100 cubic feet discharged \$8.98

Miscellaneous waste haulers including septage haulers:

(to be paid in advance) \$80.47 per 1000 gallons per load, or fraction thereof

RESOLUTION NO. _____

RESOLUTION TO ADOPT A DEFINITION
OF SUSTAINABILITY FOR THE CITY OF WYOMING

WHEREAS, at the Wyoming City Council Retreat held in December of 2010, the City Council discussed sustainability and recognized the importance of a sustainable City, and

WHEREAS, a task force comprised of City employees developed a definition of sustainability for the City of Wyoming and presented it to City Council for their review, and

WHEREAS, after review and City Council discussion of the presented definition of sustainability, changes were made and the following definition was agreed upon:

Sustainability - The advancement and promotion, with equal priority, of environmental quality, economic strength, and social equity so that a stable and vibrant community can be assured for current and future generations.

WHEREAS, the City Council is committed to promoting a sustainable future to meet today's needs without compromising the ability of future generations to meet their needs and supports this definition of sustainability for the City of Wyoming, and

WHEREAS, City elected officials and staff will consider the definition of sustainability in carrying out their duties and the cumulative and long term impacts of policy choices will be considered as we work to ensure a sustainable legacy, now therefore

BE IT RESOLVED, that the Wyoming City Council does hereby adopt the above listed definition of sustainability for the City of Wyoming.

Councilmember _____ moved, seconded by Councilmember _____, that the above Resolution be adopted.

Motion carried: _____ Yeas, _____ Nays

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan, at a regular session held on the 16th day of May, 2011.

Heidi A. Isakson
Wyoming City Clerk

RESOLUTION NO. _____

RESOLUTION TO TRANSFER FUNDS

WHEREAS, analysis of the Health Insurance Fund indicates that the current fund balance exceeds amounts required to operate the Fund and provide for an adequate Fund Reserve, and

WHEREAS, the Dental Insurance Fund does not have an adequate fund balance to provide for operations or an adequate fund reserve for stabilization of premiums, and

WHEREAS, an unfunded Other Post Employment Benefits liability exists, now therefore,

BE IT RESOLVED, that the Wyoming City Council does hereby authorize the transfer of two hundred thousand dollars (\$200,000) to the Dental Health Insurance Fund and two million dollars (\$2,000,000) to the Retiree Health Insurance Fund from the Health Insurance Fund.

Councilmember _____ moved, seconded by Councilmember _____, that the above Resolution be adopted.

Motion carried: _____ Yeas, _____ Nays

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan, at a regular session held on the 16th day of May, 2011.

Attachment: Memorandum

Heidi A. Isakson
Wyoming City Clerk



Memorandum

TO: Curtis Holt, City Manager

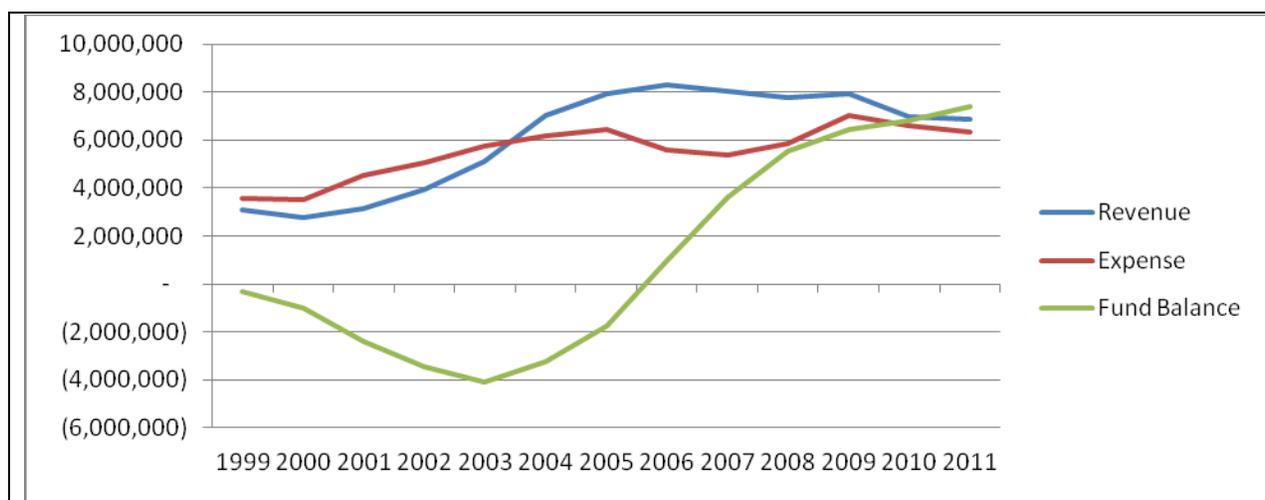
FROM: Tim Smith, Finance Director

DATE: May 2, 2011

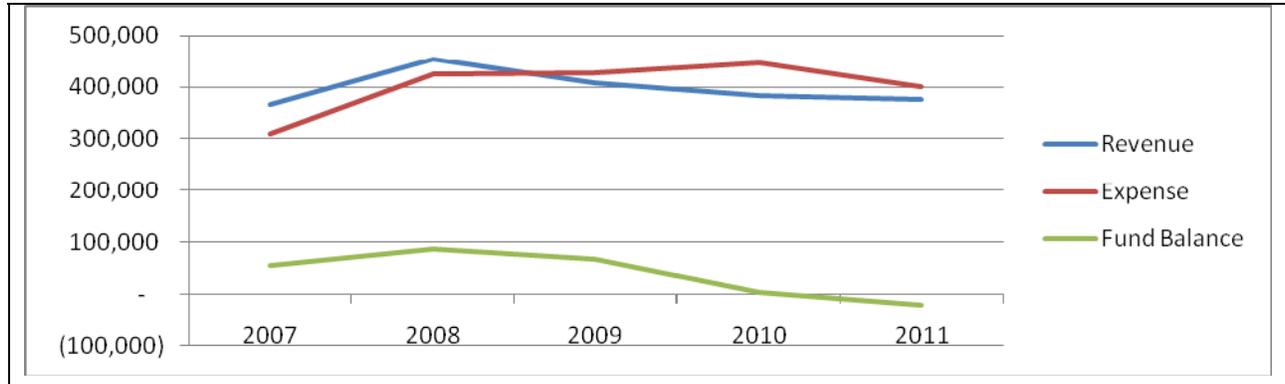
SUBJECT: Transfer of Funds from Health Insurance Fund

As discussed earlier this year with City Council, I am proposing that City Council authorizes a transfer of funds from the Health Insurance Fund to the Dental Insurance Fund (\$200,000) and to the Other Post Employment Benefit (OPEB) Trust Fund (\$2,000,000). If Council approves these transfers, based on current projections the Health Insurance Fund will finish the fiscal year with a fund balance of slightly in excess of \$5,000,000.

In 1999 the City became self-insured for health insurance. During the early 2000's, health insurance expense rose drastically resulting in the Fund experiencing losses and requiring large increases in premium rates. Starting in fiscal year 2005, medical claim costs abruptly decreased resulting in surpluses accumulating. Over the years, we have attempted to set insurance rates charged at the level of expected claims and to maintain a fund balance that will support unexpected swings in insurance claims. We believe that history dictates a fund balance of approximately \$2,000,000 to cover cash flow needs and adverse claim increases. Based on the June 30, 2010, audit, the fund balance was \$6,824,948 with a projected increase to \$7,378,267 at the end of this fiscal year as illustrated below.



Starting in fiscal year 2005, the City has been self-insured for dental. During 2009 and 2010, even as employment decreased resulting in decreased revenue, costs have risen resulting in the fund showing a deficit fund balance projected to be \$20,244 at June 30, 2011. To avoid spikes in insurance rates to build a fund balance and provide for adverse claims during a year, I propose that Council approve transferring \$200,000 from the Health Insurance Fund to the Dental Insurance Fund.



The City maintains the Retiree Health Insurance Fund in which funds are deposited to cover the cost of Other Post Employment Benefits (Retiree Health Insurance Premiums). From inception, the City funded retiree health insurance costs based on recommendations from the City's actuaries. With the introduction of Government Accounting Standards Board (GASB) Statements No. 44 and 45, accounting rules related to how the benefit is computed and reported in the City's financial statements changed. At the same time, the City was making changes to this benefit for new hires. The City developed a plan to fund the unfunded cost of retiree health by not decreasing the amount that departments paid towards these benefits when new staff is hired. As a result of decreasing employment, the amount anticipated to be collected has not occurred. Therefore, I am proposing that Council authorize the transfer of \$2,000,000 from the Health Insurance Fund to the Retiree Health Insurance Fund resulting in a 5% decrease in the estimated FY 2011 unfunded balance.

If you have any questions regarding this proposal, please let me know.

RESOLUTION NO. _____

RESOLUTION TO APPROVE THE 2011-2019
STREET AND UTILITY CAPITAL IMPROVEMENT PROGRAM

WHEREAS, Wyoming's nine-year Street and Utility Capital Improvement Program has been updated, and

WHEREAS, said program has been reviewed with the City Council, and

WHEREAS, it is necessary to approve such a program to provide staff direction on project development, and

WHEREAS, said program is reviewed, revised, and updated by the City Council on an annual basis; now, therefore,

BE IT RESOLVED that the City Council approves the 2011-2019 Street and Utility Capital Improvement Program.

Councilmember _____ moved, seconded by Councilmember _____, that the above Resolution be adopted.

Motion carried: _____ Yeas, _____ Nays.

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan, at a regular session held on the 16th day of May, 2011.

HEIDI A. ISAKSON
Wyoming City Clerk

Attachment: 2011-2019 Street and Utility Capital Improvement Program

Resolution No. _____

CAPITAL IMPROVEMENT PROGRAM SUMMARY

May 2011
Proposed

Revenues and Expenditures (\$000)

	Fiscal Year										Total
	10-11	11-12	12-13	13-14	14-15	15-16	16-17	17-18	18-19		
REVENUES AND OTHER SOURCES											
Other Revenue											
SSWI millage (0.3 mil Reduction)	3,900	3,100	3,100	3,100	3,100	3,100	3,100	3,100	3,100	3,100	28,700
Interest	40	40	40	40	40	40	40	40	40	40	360
ISTEA Funding (STP, EDF-C, CMAQ)	0	2,410	1,630	1,400	1,000	1,000	1,000	1,000	1,000	1,000	10,440
Federal/State Grants (Bridge, EDF-A)	0	0	600	0	900	0	0	0	0	0	1,500
Other Revenues	0	0	0	0	0	0	0	0	0	0	0
Special Assess Bonds	0	0	0	0	0	0	0	0	0	0	0
City Share LTGO bonds	0	0	0	0	0	0	0	0	0	0	0
Motor Transportation Fund (MTF) Bonds	0	0	0	0	0	0	0	0	0	0	0
Sewer Revenue Bonds	0	0	0	0	0	0	0	0	0	0	0
Water Revenue Bonds	0	0	0	0	0	0	0	0	0	0	0
Development Fees - Stormwater System	0	0	0	0	0	0	0	0	0	0	0
Sewer Fund Contribution for debt service	1,402	1,402	1,402	1,402	1,402	1,372	1,083	1,083	642	642	11,506
Water Fund Contribution for debt service	1,067	1,067	1,067	1,067	1,067	1,037	1,037	1,037	1,035	1,035	9,508
Other Financing	0	0	0	0	0	0	0	0	0	0	0
Total Revenues and Sources	6,408	8,018	7,838	7,008	7,508	8,008	7,549	7,759	6,217	6,217	66,313
Bonding Rate: 6% Bonding Terms: Street 15 years and Sewer / Water 20 years.											
EXPENDITURES											
General Fund Operations											
Administration Fee to General Fund	720	370	360	440	350	470	450	460	490	490	4,110
Major Streets - MDOT	120	0	0	0	0	0	0	0	0	0	120
Major Streets	1,690	3,550	3,350	2,200	3,200	2,000	2,000	2,000	2,000	2,000	21,990
Local Streets	0	0	1,000	1,000	1,000	1,000	1,100	1,400	1,300	1,300	7,800
Stormwater Systems	0	0	0	0	450	50	490	0	0	0	990
Sanitary Sewer	0	0	0	0	0	800	100	100	100	100	1,100
Water Main	0	0	0	300	0	600	900	1,400	300	300	3,500
Debt Service (Street Projects)	1,471	1,074	727	604	496	418	308	306	306	306	5,710
Debt Service (Sewer Projects)	1,402	1,402	1,402	1,402	1,402	1,372	1,083	1,083	642	642	11,506
Debt Service (Water Projects)	1,067	1,067	1,067	1,067	1,067	1,037	1,037	1,037	1,035	1,035	9,508
Total Expenditures	6,469	7,462	7,905	7,012	7,964	7,806	7,757	7,785	6,173	6,173	66,333
Excess, -Deficiency	(61)	556	(67)	(4)	(456)	202	(208)	(26)	44	44	(20)
Fund	CP 2010	CP 2011	CP 2012	CP 2013	CP 2014	CP 2015	CP 2016	CP 2017	CP 2018	CP 2018	
Fund Balance	100	39	595	528	524	270	62	36	80	80	(20)

Project Number/Title	Fiscal Year											Total
	10-11	11-12	12-13	13-14	14-15	15-16	16-17	17-18	18-19			
Fund	CP 2010	CP 2011	CP 2012	CP 2013	CP 2014	CP 2015	CP 2016	CP 2017	CP 2018			
1 Resurfacing (Federal Funding Amount)	1,590	1,100	800	1,000	1,000	1,000	1,000	1,000	1,000	1,000	8,490	
2 Box Span Signal Upgrades	100	2,290	1,570	100	100						8,860	
3 Intersection Right-turn Lanes		160	80								300	
4 Burlingame Bridge over Buck Creek			800								240	
5 44th Street, Stafford - Division				2,100							800	
6 GM Site Redevelopment					1,200						2,100	
											1,200	
Fed Resurfacing Funds:												
		FY 2012	1,280	Clyde Park, 28th to 54th								
		(Avail Oct 2011)	530	54th, Clyde Park to Division								
			480	36th, Division to Eastern								
			2,290									
FY 2013												
			290	Ivanrest, NCL to 56th								
		(Avail Oct 2012)	570	Division, 28th to 36th								
			710	Division, 44th to 54th								
			1,570									
<i>Note: Resurfacing typically uses the following year money (ie. FY 10-11 in July 2010)</i>												
Fed Intersection Funds:												
		FY 2012	60	54th WB @ Clyde Park								
			60	Burlingame SB @ 44th								
		FY 2013	60	Division SB @ 54th								
TOTALS	1,690	3,550	3,350	2,200	3,200	2,000	2,000	2,000	2,000	2,000	21,990	
ISTEA Funding (STP, EDF-C, CMAQ)		2,410	1,630	1,400	1,000	1,000	1,000	1,000	1,000	1,000	10,440	
Federal/State Grants (Bridge, EDF-A)			600		900						1,500	
Other Revenues											0	
Special Assessments											0	
City Share LTGO Bonds											0	
General Obligation Bonds											0	
Revenue Bonds											0	
Other Financing											0	
City Share Cash	1,690	1,140	1,120	800	1,300	1,000	1,000	1,000	1,000	1,000	10,050	

CAPITAL IMPROVEMENT PROJECTS

LOCAL STREETS

Project Expenditures (\$000)

Project Number/Title	Fiscal Year										Total
	10-11	11-12	12-13	13-14	14-15	15-16	16-17	17-18	18-19		
Fund	CP 2010	CP 2011	CP 2012	CP 2013	CP 2014	CP 2015	CP 2016	CP 2017	CP 2018		
1 Resurfacing	0	0	1,000	1,000	1,000	1,000	1,100	1,400	1,300		7,800
<div style="border: 1px solid black; border-radius: 15px; padding: 10px; width: fit-content; margin: 0 auto;"> <p>2007 PCI Unimproved Local Streets:</p> <ul style="list-style-type: none"> 60th St, Kenowa - Canal 60th St, Burlingame to Clyde Park (KCRC) Roys Ave, Porter to Chicago Dr. Eden, West of Byron Center Belfield, Martindale - Johanna Martindale, Burton - Belfield Fisher, South of 54th Lee, West of Roys Louisiana, North of 44th Plaster Ck Area, West of Division Hook, North of 28th Leestma, Lee to Chicago Drive Antwerp, South of Burton </div>											
TOTALS	0	0	1,000	1,000	1,000	1,000	1,100	1,400	1,300		7,800
ISTEA Funding											0
Federal/State Grants											0
Other Revenues											0
Special Assessments											0
City Share LTGO Bonds											0
General Obligation Bonds											0
Revenue Bonds											0
Other Financing											0
City Share Cash	0	0	1,000	1,000	1,000	1,000	1,100	1,400	1,300		7,800

CAPITAL IMPROVEMENT PROJECTS

DEBT SERVICE - SANITARY SEWER

Project Expenditures (\$000)

Bond Type: Issue Year: Construction Year	Fiscal Year										Total
	10-11	11-12	12-13	13-14	14-15	15-16	16-17	17-18	18-19		
LTGO 1996 (Sewer) 1995 Construction	17	17	17	17	17	17	0	0	0	0	102
Revenue 1996 (Sewer) 1995 Construction	83	83	83	83	83	83	0	0	0	0	498
LTGO 1997 (Sewer) 1996 Construction	39	39	39	39	39	39	39	0	0	0	273
Revenue 1997 (Sewer) 1996 Construction	260	260	260	260	260	260	260	0	0	0	1,820
LTGO 1998 (Sewer) 1997 Construction	62	62	62	62	62	62	62	62	0	0	496
Revenue 1998 (Sewer) 1997 Construction	388	388	388	388	388	388	388	388	0	0	3,104
Revenue 1999 (Sewer) 1998 Construction	66	66	66	66	66	66	66	66	66	66	594
Revenue 2000 (Sewer) 1999 Construction	38	38	38	38	38	38	38	38	38	38	342
Revenue 2001 (Sewer) 2000 Construction	5	5	5	5	5	5	5	5	5	5	45
Revenue 2002 (Sewer) 2001 Construction	39	39	39	39	39	39	39	39	39	39	351
Revenue 2003 (Sewer) 2002 Construction	61	61	61	61	61	61	61	61	61	61	549
Revenue 2004 (Sewer) 2003 Construction	26	26	26	26	26	26	26	26	26	26	234
Revenue 2005 (Sewer) 2004 Construction	81	81	81	81	81	81	81	81	81	81	729
Revenue 2006 (Sewer) 2005 Construction	84	84	84	84	84	84	84	84	84	84	756
Revenue 2007 (Sewer) 2006 Construction	46	46	46	46	46	46	46	46	46	46	414
Revenue 2008 (Sewer) 2007 Construction	4	4	4	4	4	4	4	4	4	4	36
Revenue 2009 (Sewer) 2008 Construction	94	94	94	94	94	94	94	94	94	94	846
Revenue 2010 (Sewer) 2009 Construction											
Revenue 2011 (Sewer) 2010 Construction											
Revenue 2012 (Sewer) 2011 Construction											
Revenue 2013 (Sewer) 2012 Construction											
Revenue 2014 (Sewer) 2013 Construction											
Revenue 2015 (Sewer) 2014 Construction											
Revenue 2016 (Sewer) 2015 Construction											
Revenue 2017 (Sewer) 2016 Construction							70	70	70	70	210
Revenue 2018 (Sewer) 2017 Construction								9	9	9	18
Revenue 2019 (Sewer) 2018 Construction									9	9	9
Revenue 2020 (Sewer) 2019 Construction											
Revenue 2021 (Sewer) 2020 Construction											
Bond payment agent fees	9	9	9	9	9	9	9	9	10	10	80
TOTALS	1,402	1,402	1,402	1,402	1,402	1,402	1,372	1,083	642		11,506
Sewer Fund Contribution	1,402	1,402	1,402	1,402	1,402	1,402	1,372	1,083	642		11,506

Assumptions: Sewer Revenue Bonds:
6% interest over 20 years.
Uniform Series Factor = .087185

CAPITAL IMPROVEMENT PROJECTS

DEBT SERVICE - WATER

Project Expenditures (\$000)

Bond Type: Issue Year: Construction Year	Fiscal Year										Total
	10-11	11-12	12-13	13-14	14-15	15-16	16-17	17-18	18-19		
L.T.G.O 1996 (Water) 1995 Construction	2	2	2	2	2	2	0	0	0	0	12
Revenue 1996 (Water) 1995 Construction	80	80	80	80	80	80	0	0	0	0	480
L.T.G.O 1997 (Water) 1996 Construction	2	2	2	2	2	2	2	0	0	0	14
Revenue 1997 (Water) 1996 Construction	77	77	77	77	77	77	77	0	0	0	539
L.T.G.O 1998 (Water) 1997 Construction	20	20	20	20	20	20	20	20	0	0	160
Revenue 1998 (Water) 1997 Construction	104	104	104	104	104	104	104	104	0	0	832
Revenue 1999 (Water) 1998 Construction	50	50	50	50	50	50	50	50	50	50	450
Revenue 2000 (Water) 1999 Construction	25	25	25	25	25	25	25	25	25	25	225
Revenue 2001 (Water) 2000 Construction	22	22	22	22	22	22	22	22	22	22	198
Revenue 2002 (Water) 2001 Construction	50	50	50	50	50	50	50	50	50	50	450
Revenue 2003 (Water) 2002 Construction	70	70	70	70	70	70	70	70	70	70	630
Revenue 2004 (Water) 2003 Construction	77	77	77	77	77	77	77	77	77	77	693
Revenue 2005 (Water) 2004 Construction	34	34	34	34	34	34	34	34	34	34	306
Revenue 2006 (Water) 2005 Construction	109	109	109	109	109	109	109	109	109	109	981
Revenue 2007 (Water) 2006 Construction	101	101	101	101	101	101	101	101	101	101	909
Revenue 2008 (Water) 2007 Construction	78	78	78	78	78	78	78	78	78	78	702
Revenue 2009 (Water) 2008 Construction	157	157	157	157	157	157	157	157	157	157	1,413
Revenue 2010 (Water) 2009 Construction											
Revenue 2011 (Water) 2010 Construction											
Revenue 2012 (Water) 2011 Construction											
Revenue 2013 (Water) 2012 Construction											
Revenue 2014 (Water) 2013 Construction											
Revenue 2015 (Water) 2014 Construction											
Revenue 2016 (Water) 2015 Construction											
Revenue 2017 (Water) 2016 Construction											
Revenue 2018 (Water) 2017 Construction											
Revenue 2019 (Water) 2018 Construction											
Revenue 2020 (Water) 2019 Construction											
Revenue 2021 (Water) 2020 Construction											
Bond payment agent fees	9	9	9	9	9	9	9	10	10	10	80
TOTALS	1,067	1,067	1,067	1,067	1,067	1,067	1,037	1,037	1,035	1,035	9,508
Water Fund Contribution	1,067	1,067	1,067	1,067	1,067	1,067	1,037	1,037	1,035	1,035	9,508

Assumptions: Water Revenue Bonds:
6% interest over 20 years.
Uniform Series Factor = 0.087185

RESOLUTION NO. _____

RESOLUTION TO AWARD A PROPOSAL
FOR REAL ESTATE BROKERAGE SERVICES

WHEREAS, on Tuesday, May 10, 2011, six proposals were received in answer to the City's invitation to submit proposals for real estate brokerage services, and

WHEREAS, the City's Community Services Director has detailed in the attached memorandum the need for real estate brokerage services to sell properties that have been bought and repaired with Neighborhood Stabilization Program (NSP) funds, and

WHEREAS, it is recommended the proposal be awarded to Century 21 ACC-SELL, and

WHEREAS, funds for the real estate brokerage services are budgeted in account number 256-401-69210-956040, now therefore

BE IT RESOLVED, that the Wyoming City Council does hereby award the proposal for real estate brokerage services for NSP properties to Century 21 ACC-SELL.

Councilmember _____ moved, seconded by Councilmember _____, that the above Resolution be adopted.

Motion carried: _____ Yeas, _____ Nays

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a _____ session held on the _____ day of _____, 2011.

Attachment: Memorandum

Heidi A. Isakson
Wyoming City Clerk

Resolution No. _____

MEMORANDUM

DATE: May 10, 2011

TO: Kim Oostindie, Human Resources Supervisor

FROM: Rebecca L. Rynbrandt, Community Services Director
Patrick T. Gaffney, Community Development Coordinator

SUBJECT: Award of Bid for Real Estate Brokerage Services

Originally, three (3) bids for Brokerage Services were received on April 5, 2011 and sent to City Council. However, Council was not able to pass an award of bid resolution at their meeting on April 18, 2011, due to not obtaining a majority approval vote.

Therefore, another notice to bidders was published in the Advance Newspaper, on May 3, 2011, and was posted on the City web site. Twenty Seven (27) invitations to bid were sent to or downloaded by prospective bidders. On May 10, 2011, the City received six (6) sealed bids for brokerage services. The bids received are as shown below:

	Century 21 ACC- Sell	Five Star Real Estate	Coldwell Banker	Prudential Preferred Realtors	Leading Edge Realty	Real Estate One Success
Admin Fee			\$195.00			
Total Broker Fee	4.90%	5.00%	5.00%	5.25%	5.50%	5.50%
Cooperating Broker Fee	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%

Real estate brokerage services are needed to sell properties that have been bought and repaired with Neighborhood Stabilization Program (NSP) funds. Using these brokerage services, repaired NSP properties will be listed in the Grand Rapids area Multiple Listing Service (MLS) and will have exposure to other web sites. The realtor will also assist with the closing of the property. Sufficient acquisition funds are allocated in NSP account number 256-401-69210-956.040.

After reviewing the bids and considering all the bidders experiences, knowledge and familiarity with foreclosure sales, it is recommended that the City Council award the bid for real estate brokerage services to the low bidder, Century 21 ACC-Sell.

RESOLUTION NO. _____

RESOLUTION TO AUTHORIZE THE MAYOR AND CITY CLERK
TO EXECUTE A RECORDS MANAGEMENT SYSTEM
INTERAGENCY AGREEMENT WITH THE CITY OF GRANDVILLE

WHEREAS, as detailed in the attached memorandum from the City’s Police Chief, the City of Wyoming purchased a records management system and software that will be used to provide records management for both the City of Wyoming and the City of Grandville, and

WHEREAS, the attached Interagency Agreement between the City of Wyoming and City of Grandville for the records management system has been developed, now therefore,

BE IT RESOLVED, that the Wyoming City Council does hereby authorized the Mayor and City Clerk to execute the attached Interagency Agreement with the City of Grandville.

Councilmember _____ moved, seconded by Councilmember _____, that the above Resolution be adopted.

Motion carried: _____ Yeas, _____ Nays

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan, at a regular session held on the 16th day of May, 2011.

Attachments: Memorandum
Interagency Agreement
Exhibit A

Heidi A. Isakson
Wyoming City Clerk

Resolution No. _____

Interdepartmental Correspondence



TO: Curtis L. Holt, City Manager

FROM: James E. Carmody, Police Chief

DATE: April 19, 2011

SUBJECT: City of Wyoming/City of Grandville Agreement Administration

On February 2, 2009, the Wyoming City council adopted resolution number 23184, authorizing the purchase of CAD/RMS/E-Ticket/Mobility systems. The CAD/RMS systems were purchased with the intention that the City of Grandville would be partnering with the City of Wyoming. An interagency agreement between the City of Wyoming and City of Grandville was being processed. This memorandum is to advise that the City of Wyoming and the City of Grandville have agreed upon the language and terms of an agreement.

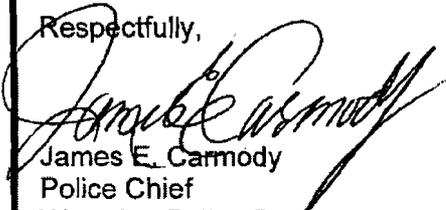
The attached indentifies how the project costs will be shared. The City of Grandville remitted with the executed agreement their respective share of costs. Their share of the costs was immediately given to Finance Director, Timothy Smith, for deposit. I have attached the executed agreement for your review. The executed agreement has been reviewed by Wyoming City attorney, Jack Sluiter.

This project, upon the final execution of the agreement from the City of Wyoming, will continue to move forward with the implementation of the software for the City of Grandville.

I respectfully request that the City Council review the attached Interagency Agreement and approve the agreement at a council meeting designated by City Manager, Curtis L. Holt.

Attachment: Interagency Agreement

Respectfully,


James E. Carmody
Police Chief
Wyoming Police Department

INTERAGENCY AGREEMENT

This Agreement made this _____ day of _____, 2011, between the City of Wyoming, a Municipal Corporation of 1155 – 28th St. S.W., Wyoming, Michigan 49509 (hereinafter “Wyoming”) and the City of Grandville, a Municipal Corporation of 3195 Wilson Avenue S.W., Grandville, Michigan 49418 (hereinafter “Grandville”).

The City of Wyoming has contracted to purchase a new records management system and has executed agreements with New World Systems Corporation for the installation, maintenance and licensing of that system, which agreements authorize Grandville to utilize the system for its record management, and

The system and software will be used to provide records management for both Wyoming and Grandville.

This Agreement is made under the authority granted by the Urban Cooperation Act of 1967, Act 7 of 1967, as amended and the Intergovernmental Contracts between Municipal Corporations Act, Act 35 of 1951, as amended.

IT IS HEREBY AGREED as follows:

1. Grandville will pay to Wyoming the sum of \$93,121 as its share of the one time cost incurred for the purchase and installation of the necessary software and hardware systems. Upon payment, Grandville will own its proportional share of those software and hardware systems. In addition, Grandville shall pay to Wyoming a share of software maintenance licensing and related costs as provided in the attached Exhibit A, which cost shall be modified on an annual basis as of the anniversary date of this Agreement in accordance with the actual costs incurred by the City of Wyoming and divided in accordance with a formula based upon the respective populations of the two cities as provided in the most current United States Census data.

Any other costs to be shared will be subject to a separate agreement and addendum between the parties.

2. The amounts provided will be invoiced to Grandville by Wyoming in accordance with the schedule of payments provided in the agreement between Wyoming and New World Systems. Payment to Wyoming will be due within 30 days of invoice.

3. This Agreement shall remain in full force and effect for the period of five (5) years to correspond with the term of the Agreement for hardware, software, installation and maintenance between Wyoming and New World Systems.

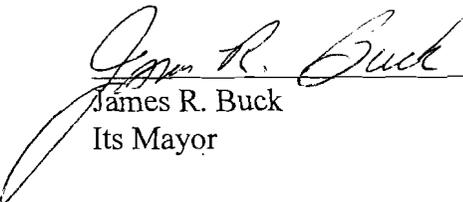
4. Except as provided in paragraph 5, this Agreement shall be automatically renewed for such period as Wyoming is providing records management services to Grandville and a contract remains in force for software licensing, hardware, maintenance contracts.

5. This Agreement may be terminated by either party by providing written notice at least 12 months prior to the date of termination.

CITY OF WYOMING

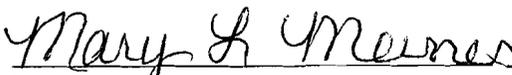
CITY OF GRANDVILLE

Jack Poll
Its Mayor



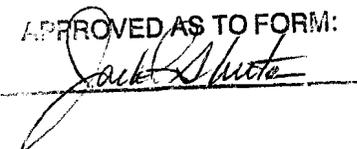
James R. Buck
Its Mayor

Heidi A. Isakson
Its City Clerk



Mary L. Meines
Its City Clerk

APPROVED AS TO FORM:



Jack Poll



EXHIBIT A

Standard Software Maintenance Agreement (SSMA)(Annual Cost)

	Total	Wyoming	Grandville
Year 1 Cost (2010)	\$54,672	49,247	5,425*
Year 2 Cost (2011)	\$57,783	47,960	9,823
Year 3 Cost (2012)	\$60,892	50,540	10,352
Year 4 Cost (2013)	\$64,007	53,126	10,881
Year 5 Cost (2014)	\$67,116	55,706	11,410

*The proration is \$54,672 divided by 12 months = \$4556 x 0.17% = \$775 x 7 months = \$5425. All numbers are rounded.

RESOLUTION NO. _____

RESOLUTION TO AUTHORIZE RENEWAL OF THE MASTER AGREEMENT
WITH AT&T FOR HIGH SPEED DIGITAL CIRCUITS AND TO AUTHORIZE
THE MAYOR AND CITY CLERK TO EXECUTE THE AGREEMENT

WHEREAS, the City of Wyoming utilizes high speed digital circuits to connect the different facilities throughout the City allowing City of Wyoming computers to be networked, and

WHEREAS, as detailed in the attached memorandum from the City's Director of Information Technology, AT&T is the provider of these high speed circuits, and

WHEREAS, in April of 2008, City Council adopted Resolution number 22900 authorizing execution of a contract with AT&T for the lease of the eight transmission circuits, and

WHEREAS, since communications functionality is highly critical to the City of Wyoming it is recommended City Council renew the AT&T master service agreement in the monthly amounts of \$2,580.44 for thirty-six months, and

WHEREAS, funds for the lease of the circuits are available for the first annual year in account number 101-258-25800-850000, now therefore

BE IT RESOLVED, that the Wyoming City Council does hereby authorize renewal of the master service agreement with AT&T for eight DS1 and one DS3 high speed digital circuits for thirty-six months and authorizes the Mayor and City Clerk to execute the agreement, and

BE IT FURTHER RESOLVED, that the Wyoming City Council does hereby authorize the City Manager to acknowledge acceptance of the renewal and future renewals in accordance with budget authorization.

Councilmember _____ moved, seconded by Councilmember _____, that the above Resolution be adopted.

Motion carried: _____ Yeas, _____ Nays.

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on the 16th day of May, 2011.

Attachments: Memorandum
Master Service Agreement

Heidi A. Isakson
Wyoming City Clerk

TO: Kim Oostindie, Human Resources Supervisor
FROM: Gail Sheppard, Director of Information Technology
DATE: May 11, 2011
SUBJECT: Master Agreement Renewal / City Infrastructure - Communications

The City of Wyoming has an investment in the infrastructure for communications throughout the City and therefore requires renewal of our master agreement with AT&T. The City adopted resolution #20785 in October of 2002 authorizing execution of contracts with SBC Ameritech (d/b/a AT&T) for the lease of eight data transmission circuits. The Council approved our last renewal of the master agreement on February 1, 2008.

The City of Wyoming utilizes high speed digital circuits to connect our different facilities, allowing City computers to be "networked" to talk with each other and other network servers. AT&T is the provider of these high speed circuits that allow: the use of one secure centralized/monitored internet connection, personnel to submit payroll, access email, run enterprise data bases, share files with other areas of the City and the remote support of all City facilities.

Since communications functionality is highly critical to the City of Wyoming, I would like to request a resolution to Council for the payment of the AT&T master service agreement for our (8) DS1 and (1) DS3 service locations in the monthly amount of \$2,580.44 for thirty-six months.

Three original master agreements (Pricing Schedule for AT&T ILEC Services Provided in the State of Michigan) are provided.

Funding (\$30,965.28) for the first annual year is available for this master agreement in the General Fund / Information Technology / Communications account #101-258-25800-850000.

Please advise if additional information is required to process this request.

Thank you.



Pricing Schedule for ILEC Services Provided in the State
of Michigan

Pursuant to Tariff(s) and/or Guidebook

20110502-0154

APR 28 2011

Master Agreement date last signed: February 1, 2008

CUSTOMER ("Customer")	AT&T ("AT&T")
City of Wyoming Street Address: 1155 28 th Street SW City: Wyoming State: MI Zip Code: 49509 <u>Billing Address (if different)</u> Street Address: City: State: Zip Code:	For purposes of this Pricing Schedule, AT&T means the Service Provider(s) specifically identified herein.
CUSTOMER Contact (for Contract Notices)	AT&T Sales Contact Information and for Contract Notices <input checked="" type="checkbox"/> Primary Sales Contact
Name: Ann Patterson Title: IT Telephone: 616-530-7318 Fax: Email: <u>Address for Notices</u> <input type="checkbox"/> Same as Cust. Address above <input type="checkbox"/> Same as Billing Address <u>Address for Notices (if different)</u> Street Address: City: State: Zip Code:	Name: Mary Dettloff Title: AM III Telephone: 616-724-3505 Fax: 847-326-2979 Email: md8439@att.com Street Address: 3566 Michael Street City: Wyoming State: MI Zip Code: 49509 <u>With a copy to:</u> AT&T Corp. One AT&T Way, Bedminster, NJ 07921-0752 ATTN: Master Agreement Support Team Email: mast@att.com
AT&T Authorized Agent or Representative Information (if applicable) <input type="checkbox"/> Primary Sales Contact	
Name: Company Name: Agent Street Address: City: State: Zip Code: Telephone: Fax: Email: Agent Code	

This Pricing Schedule ("Pricing Schedule") is an Addendum to the Master Agreement between AT&T and Customer referenced above, and is part of the parties' Agreement. The Parties acknowledge and agree that this Pricing Schedule represents individual case pricing that is offered to Customer because of the unique or specialized conditions of the AT&T business services purchased by Customer, and, where required, that this Pricing Schedule will be filed with the state commission with competent jurisdiction over the service offering provided hereunder. Service is provided by the AT&T Incumbent Local Exchange Carrier (ILEC) Affiliate identified below as the Service Provider within its respective service area. References to "Pricing Schedule" refer to this Pricing Schedule and any attachments attached hereto and referencing this document.

On the Term Start Date (defined below), this Pricing Schedule will supersede and replace in its entirety the following document: 20080519-0184.

Service Provider: Michigan Bell Telephone Company d/b/a AT&T Michigan

Customer (by its authorized representative)	AT&T (by its authorized representative)
By:	By: <i>Kathleen Bartlett</i>
Printed or Typed Name:	Printed or Typed Name: KATHLEEN BARTLETT Contract Management
Title:	Title:
Date:	Date: <i>5-3-11</i>



**Pricing Schedule for ILEC Services Provided in the State
of Michigan
Pursuant to Tariff(s) and/or Guidebook**

GENERAL TERMS AND CONDITIONS

The following terms and conditions apply to the Services subscribed to by Customer under this Pricing Schedule.

1. DEFINITIONS

"**Cutover**" of a Service Component occurs when the Service Component is first provisioned and made available for Customer's use at any single Site pursuant to this Pricing Schedule.

"**Effective Date**" of this Pricing Schedule is the date on which the last party signs this Pricing Schedule, unless a later date is required by regulation or law.

"**Minimum Payment Period**" means, in respect to any Service Component, the minimum period for which Customer is required to pay recurring charges for the Service Component.

"**Service Component**" means an individual component of a Service provided under this Pricing Schedule.

2. GENERAL DESCRIPTION OF SERVICE TO BE PROVISIONED, INSTALLED AND MAINTAINED

Service(s) are provided pursuant to the terms and conditions set forth in the appropriate Tariff(s) and/or Guidebook. To the extent there are any inconsistencies between this Pricing Schedule and the applicable Tariff or Guidebook, this Pricing Schedule shall take precedence.

DS1	<u>DS1 Service</u> provides for the simultaneous two-way transmission of a serial, bipolar, return-to-zero, isochronous digital signal at a terminating bit rate of 1.544 megabits per second (Mbps).
DS3	<u>DS3 Service.</u> DS3 service provided by AT&T is a two-point dedicated service that provides for simultaneous two way transmission of serial, isochronous digital signals at a terminating bit rate of 44.736 Megabits per second (Mbps). The interface to the customer will be an electrical signal.

3. TERM START DATE, PRICING SCHEDULE TERM, MINIMUM PAYMENT PERIOD, PROVISION OF SERVICES AFTER PRICING SCHEDULE TERM

Unless otherwise stated herein, the Term Start Date shall begin on the later of (1) Cutover of the first Service Component at the first Customer Site or (2) the Effective Date or (3) the date of approval of this Pricing Schedule by an appropriate regulatory body, if regulatory approval is required for this Pricing Schedule for the Service(s). The term of this Pricing Schedule shall be **thirty-six (36)** months after the Term Start Date ("Pricing Schedule Term"). Unless otherwise stated herein, the Minimum Payment Period for all Service Components included in this Pricing Schedule is **thirty-six (36)** months.

Rates or discounts under this Pricing Schedule shall be applied on the Term Start Date. Upon the expiration of the Pricing Schedule Term, no rates or discounts provided under this Pricing Schedule will apply to the Service(s).

Upon expiration of the Pricing Schedule Term, Customer will have the option to either (a) cease using the Service(s) (which will require Customer to take all steps required by AT&T to terminate the Service(s)), or (b) continue using the Service(s) on a month-to-month service arrangement, during which the prices in the Pricing Schedule will automatically be changed to the then-current monthly extension rates (if any) or month-to-month rate specified in the applicable Tariff or Guidebook. After expiration of the Pricing Schedule Term, AT&T may modify rates, terms and conditions applicable to the Service(s) on thirty days' notice.

This Pricing Schedule will expire when Service(s) or Service Component(s) are no longer provided under this Pricing Schedule.

New Service Component(s) in at least the minimum quantities specified in Section 11.2 must be ordered under this Pricing Schedule with a scheduled installation date not later than three (3) months after the Term Start Date (the "Ramp-up Period").

4. ADDITIONAL SERVICES, INSTALLATION, ADDS, MOVES AND CHANGES

The monthly rate per Service Component as provided in Section 11.2 includes the non-recurring charge (or portion thereof) to initially provision and install the new Service(s).

Unless otherwise stated herein, for all other installations, adds, moves and changes of any Service Component provided hereunder, Customer will pay the prevailing Tariff or Guidebook monthly and non-recurring charges.

5. PRICING

Customer will pay the rates set forth in Section 11.2 below. The rates and charges stated in this Pricing Schedule are stabilized until the end of the Pricing Schedule Term, and apply in lieu of the corresponding rates and charges set forth in the applicable Tariff or Guidebook. No discount, promotion, credit or waiver set forth in a Tariff or Guidebook will apply unless specifically set forth herein, and when set forth herein, such discount, promotion, credit or waiver shall only be applied in the manner set forth in the applicable Tariff or Guidebook. No other discount, promotion, credit or waiver set forth in a Tariff or Guidebook will apply.



Pricing Schedule for ILEC Services Provided in the State
of Michigan
Pursuant to Tariff(s) and/or Guidebook

6. TAXES & OTHER CHARGES

6.1 Other Rate Elements. Any rate elements not described herein will be subject to the applicable rates and charges outlined in the Tariff(s) or Guidebook(s).

6.2 Additional Charges and Taxes. Rates set forth in this Pricing Schedule and the Tariff(s) or Guidebook(s) are exclusive of, and Customer will pay, all current and future taxes (excluding those on AT&T's net income), surcharges, recovery fees, end user access charges, and other similar charges (and any associated interest and penalties resulting from Customer's failure to timely pay such taxes or similar charges) relating to the sale, transfer of ownership, installation, license, use or provision of the Services, except to the extent Customer provides satisfactory proof of a valid tax exemption prior to the delivery of Services. To the extent Customer is required by law to withhold or deduct any applicable taxes from payments due to AT&T, Customer will use reasonable commercial efforts to minimize any such taxes to the extent allowed by law or treaty, and Customer will furnish AT&T with such evidence as may be required by relevant taxing authorities to establish that such tax has been paid so that AT&T may claim any applicable credit.

7. TERMINATION BEFORE EXPIRATION OF PRICING SCHEDULE TERM OR MINIMUM PAYMENT PERIOD (E.G., TERMINATION FOR CONVENIENCE)

7.1 If Customer cancels Service(s), in whole or in part, for any reason other than default by AT&T, or AT&T terminates for Customer's default, prior to Cutover, the Customer must reimburse AT&T for all expenses incurred in processing this Pricing Schedule and installing the required equipment and facilities completed up to the date of cancellation, and termination liability as provided in this section below shall not apply.

7.2 If Customer terminates a Service or Service Component, in whole or in part, for any reason other than default by AT&T, or AT&T terminates for Customer's default, on or after the Term Start Date but before the scheduled completion of the Pricing Schedule Term or Minimum Payment Period applicable to such Service or Service Component, Customer shall pay a termination liability of an amount equal to (a) all unpaid non-recurring charges (excluding non-recurring charges that were waived or incorporated into the monthly recurring rates), (b) fifty percent (50%) of the monthly recurring charges rate for the terminated Service or Service Component as set forth in this Pricing Schedule, multiplied by the number of months remaining in the Minimum Payment Period applicable to such Service or Service Component at the time of termination, and (c) any unpaid applicable special construction liabilities and/or any customer premises custom fiber build liabilities.

7.3 Unless otherwise stated herein, Service(s) provided under this Pricing Schedule must remain at the location(s) at which the Service(s) are installed for the entire Pricing Schedule Term or the Minimum Payment Period applicable to such Service(s). If Customer fails to maintain the Service(s) provided under this Pricing Schedule at the locations required under the preceding sentence for any reason other than default by AT&T, Customer shall be liable for termination charges calculated in the manner specified in this Section.

8. TARIFFS AND REGULATORY REQUIREMENTS

This Pricing Schedule may be subject to the jurisdiction of a regulatory commission and will be subject to changes or modifications as the controlling commission may direct from time to time in the exercise of its jurisdiction. Therefore, for this purpose, this Pricing Schedule will be deemed to be a separate agreement with respect to the Services offered in a particular jurisdiction.

AT&T will, subject to the availability and operational limitations of the necessary systems, facilities, and equipment, provide the Services pursuant to the terms and conditions in the Tariff or Guidebook. If approval is required and not obtained, then this Pricing Schedule will immediately terminate, and Customer shall receive a refund of any non-recurring charges paid and pre-paid amounts for Services not received.

9. SPECIAL TERMS AND CONDITIONS

9.1 Access Right. Customer will in a timely manner allow AT&T to access property and equipment that Customer controls as reasonably required to provide the Services, and Customer will obtain, at Customer's expense, timely access for AT&T to property that Customer does not control (other than public property) as reasonably required to provide the Services. Access rights include the right to construct, install, repair, maintain, replace and remove access lines and network facilities, as well as to use ancillary equipment space within a building, as necessary for Customer's connection to AT&T's network. Customer must provide AT&T timely information and access to Customer's facilities and equipment as AT&T reasonably requires to provide the Services, subject to Customer's reasonable security policies. Customer will furnish any conduit, holes, wireways, wiring, plans, equipment, space, power/utilities, and other items reasonably required to perform installation of the Services, and obtain any necessary licenses, permits and consents (including easements and rights-of-way). Customer will have the Site ready for AT&T to perform its work according to a mutually agreed schedule.

9.2 MIDEAL Customer.

Customer must currently be a member of the State of Michigan MIDEAL program and must remain a member of the MIDEAL program throughout the term of this Pricing Schedule. If proof of MIDEAL membership is not provided upon request to AT&T, the rates herein shall revert to the current standard rates.



**Pricing Schedule for ILEC Services Provided in the State
of Michigan
Pursuant to Tariff(s) and/or Guidebook**

10. SERVICES AND JURISDICTION CERTIFICATION

For all non-switched circuits with a bandwidth of DS1 or higher purchased under this Pricing Schedule, Customer acknowledges and certifies that the interstate traffic (including Internet traffic) constitutes **ten percent (10%) or less** of the total traffic on any Service. This provision is not applicable when the Service is used solely for the transport portion of AT&T local access switched voice services.

11. CUSTOMER COMMITMENT AND RATES

11.1. Customer Commitment

SERVICE QUANTITY COMMITMENT	AS SPECIFIED IN SECTION 11.2
Customer agrees to purchase the Service(s) identified in Section 11.2 in the quantities identified in Section 11.2 for the duration of the applicable Minimum Payment Period.	
Customer's obligation to maintain the minimum quantities identified in section 11.2 will begin at the end of the Ramp-up Period.	
If Customer does not order at least the specified quantities of each of the New Service Component(s) identified in Section 11.2 and have them installed pursuant to this Pricing Schedule, AT&T reserves the right to charge a one-time shortfall charge of 50% of the Monthly Recurring Rate for each such Service Component not installed by the end of such time period times the number of months in the applicable Minimum Payment Period. Customer will be billed for the shortfall charge, and payment will be due 30 days after the invoice date.	

11.2 Rates:

Service Components, Quantities, Monthly Rates

Service	Description – Service Components / USOC	Quantity New	Quantity Existing	Monthly Recurring Rate ea.
DS1	LDC Transport - Zone 1 / TZ4X1, Zone 2 / TZ4X2 and Zone 3 / TZ4X3	2	7	\$ 110.00
DS1	Channel Mileage Termination - Zone 1 / CZ4X1, Zone 2 / CZ4X2 and Zone 3 / CZ4X3	2	2	\$ 32.00
DS1	Channel Mileage - Zone 1 / 1YZX1, Zone 2 / 1YZX2 and Zone 3 / 1YZX3	7	23	\$ 9.00
DS1	Clear Channel Capability - Zone 1 / CLYX1, Zone 2 / CLYX2 and Zone 3 / CLYX3	1	0	\$0.00
DS1	Central Office Multiplexing - Zone 1 / QMVX1, Zone 2 / QMVX2 and Zone 3 / QMVX3	0	0	\$ 175.00
DS3	LDC Transport - Zone 3 / TZUP3	0	1	\$ 811.29
DS3	Central Office Multiplexing - Zone 3 / QM3X3	0	1	\$ 381.15

12. SERVICE LOCATIONS

12.1 DS1 SERVICE LOCATIONS

LOCATION A (street address and Common Language Location Identifier (CLLI) code and/or City)	LOCATION Z (street address and Common Language Location Identifier (CLLI) code and/or City)
1155 28TH ST SW – CLLI: WYNGMILX	16700 NEW HOLLAND ST – CLLI: HLLDMINR
1155 28TH ST SW – CLLI: WYNGMILX	2660 BURLINGAME AVE SW – CLLI: WYNGMILX
1155 28TH ST SW – CLLI: WYNGMILX	2300 GEZON PRKWY SW – CLLI: WYNGMILX
1155 28TH ST SW – CLLI: WYNGMILX	2385 PORTER ST SW – CLLI: WYNGMILX
1155 28TH ST SW – CLLI: WYNGMILX	5591 GEZON CT – CLLI: WYNGMILX
1155 28TH ST SW – CLLI: WYNGMILX	3059 CHICAGO DR SW – CLLI: WYNGMILX
1155 28TH ST SW – CLLI: WYNGMILX	1250 36TH ST SW – CLLI: WYNGMILX
2650 DeHoop – CLLI: WYNGMILX	320 Ottawa – CLLI: GDRPMIMN

12.2 DS3 SERVICE LOCATIONS

LOCATION (street address and Common Language Location Identifier (CLLI) code and/or City)
1155 TWENTY-EIGHTH SW – CLLI: WYNGMILX

End of Document

05/16/2010

WDD/wsz

RESOLUTION NO. _____

RESOLUTION TO AUTHORIZE THE SALE OF VEHICLES

WHEREAS, on May 9, 2011, Expressway Auto Auction, Inc. held an auction for 19 Motor Pool vehicles and equipment, and

WHEREAS, bids were offered in the amount of \$81,950.00 and are above the estimated value of \$62,200.00 for the 19 vehicles and equipment, and

WHEREAS, Chapter 12.1 of the City Charter requires the City Council to authorize the sale of any City property exceeding the value of \$7,500, and

WHEREAS, auction and vehicle preparation fees total \$2,797.00, and

WHEREAS, the net proceeds of \$79,153.00 will be deposited in the Sales Gains/Loss account 662 673.026 –Motor Pool Depreciation & Reserve; now, therefore

BE IT RESOLVED that the City Council authorizes the sale of the vehicles, and

BE IT FURTHER RESOLVED that the City Council authorizes the payment of \$2,797.00 to Expressway Auto Auction, Inc. for the auction and vehicle preparation fees.

Councilmember _____ moved, seconded by Councilmember _____, that the above Resolution be adopted.

Motion carried: _____ Yeas, _____ Nays.

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan, at a regular session held on the 16th day of May, 2011.

HEIDI A. ISAKSON
Wyoming City Clerk

Attachment: Spreadsheet

Resolution No. _____

AUCTIONED UNITS

Unit #	Description	VIN	Estimated Value	Sale Bid	Detail Fee	Sale Fee	Purchaser	Recommendation
MOTOR POOL EQUIPMENT								
D394-000	2003 FORD F-250 TRUCK W/UTILIT	1FTNF21L24EA39612	\$ 3,000	\$ 7,500	\$ 50	\$ 120	WESTERN INTERNATIONAL	Sell
D392-000	2003 DODGE RAM 2500 HD 4X4 PIC	3D7KU26DX3G765130	6,000	5,100	50	100	WESTERN INTERNATIONAL	Sell
D505-000	1996 FORD LN8000 DUMP TRUCK	1FDYR82E6TVA26041	4,000	6,300	55	110	MYERS TRUCK SALES	Sell
D506-000	1996 FORD LN8000 DUMP TRUCK	1FDYR82E8TVA26042	4,000	7,350	50	120	MIDWEST TRUCK DALES	Sell
D508-000	1996 FORD LN8000 DUMP TRUCK	1FDYR82E1TVA26044	4,000	6,250	55	110	MIDWEST TRUCK DALES	Sell
D509-000	1996 FORD LN8000 DUMP TRUCK	1FDYR82E3TVA26045	4,000	5,900	82	100	MYERS TRUCK SALES	Sell
D510-000	1996 FORD LN8000 DUMP TRUCK	1FDYR82E5TVA26046	4,000	7,700	50	120	CITY OF CARSON CITY	Sell
D391-000	2003 DODGE RAM 2500 HD 4X4 W/H	3D7KU26D13G765131	6,000	6,600	70	110	FRANK DAVIDSON	Sell
D051-000	2006 FORD CROWN VIC PATROL	2FAHP71W66X120461	3,000	2,750	50	80	TRUMBIL AUTO SALES	Sell
D052-000	2006 FORD CROWN VIC PATROL	2FAHP71W46X120457	3,000	2,600	50	80	TRUMBIL AUTO SALES	Sell
D057-000	2006 FORD CROWN VIC PATROL	2FAHP71W46X120460	3,000	2,750	50	80	TRUMBIL AUTO SALES	Sell
D122-000	2003 CHEVROLET IMPALA	2G1WH55KO39250965	3,000	4,700	55	90	PATRIOT MOTORS	Sell
D650-000	1998 SPAULDING RMV HOT PATCH	T2-98-2705-176	100	1,000	50	70	TAYLOR ASPHALT	Sell
D370-000	2003 DODGE DAKOTA TRUCK	1D7HG12X33S220147	3,000	5,300	50	100	WETZEL AUTO SALES	Sell
D783-000	2003 TORO 328-D 328-D GROUNDS	220000377	3,000	2,050	50	80	ROY MYERS	Sell
D053-000	2006 FORD CROWN VIC PATROL	2FAHP71W56X120449	3,000	2,400	50	80	TRUMBIL AUTO SALES	Sell
D087-000	2006 FORD CROWN VIC PATROL	2FAHP71W16X120450	3,000	2,500	50	80	TRUMBIL AUTO SALES	Sell
D027-000	2006 FORD CROWN VIC PATROL	2FAHP71W56X120452	3,000	2,300	50	80	TRUMBIL AUTO SALES	Sell
D259-000	1996 DODGE RAM 2500 3/4 TON PIC	1B7JC26Y0TJ200735	100	900	50	70	NOON EQUIPMENT	Sell
Total			\$ 62,200	\$ 81,950	\$ 1,017	\$ 1,780		

RESOLUTION NO. _____

RESOLUTION TO AUTHORIZE THE SALE OF
A TRAILER MOUNTED GENERATOR SET

WHEREAS, as detailed in the attached memorandum from the City’s Drinking Water Plant Superintendent, bids were received for the sale of a trailer-mounted generator set, and

WHEREAS, the net proceeds from the sale of the trailer-mounted generator set will be distributed to the Utilities account numbers 591-673.005 and 590-673.005, now therefore,

BE IT RESOLVED, that the Wyoming City Council does hereby authorize the sale of the trailer mounted generator set to the highest bidder, the City of Saginaw at a price of \$180,000.

Councilmember _____ moved, seconded by Councilmember _____, that the above Resolution be adopted.

Motion carried: _____ Yeas, _____ Nays

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan, at a regular session held on the 16th day of May, 2011.

Attachments: Memorandum

Heidi A. Isakson
Wyoming City Clerk

Resolution No. _____

Memorandum

To: Curtis Holt, City Manager

From: Gerald Caron - Water Superintendent

Date: May 11, 2011

Re: Sale of Trailer-Mounted Generator Set

As you are aware, the Utilities Department purchased a 1600 kw generator in May 2001 to provide emergency back-up power. The generator was initially rented from Consumers as an emergency unit when our Gezon Station generator had a major failure and needed to be repaired. After the Gezon generator was repaired it was decided that having this asset as a backup for our water and waste water facilities made sense. The generator is a trailer-mounted unit which allowed us to move it wherever needed between the Gezon Pumping Station, the Clean Water Plant and the Drinking Water Plant. Most recently it has been located at the Drinking Water Plant Low Service Station. This unit was purchased used at a cost of \$349,300.00. The cost of the unit was split 60/40 between the Drinking Water Plant and the Clean Water Plant budgets.

The completion of the generator upgrades at both the Clean Water and Drinking Water Plants has eliminated our need for the trailer-mounted unit at those facilities. The completion of the Raw Water Main and Carbon Facilities project, including the upgrade of underground cables to supply back-up power to Low Service from our Water Plant generators, has eliminated the need of the trailer-mounted unit at our Low Service facility.

With this in mind, we placed a bid advertisement to sell the generator and remove the asset from our inventory. Three quotes were received in response to our bid request.

City of Holland	\$85,000.00
Weller Auto	\$91,766.00
City of Saginaw	\$180,000.00

It is my recommendation that the City Council authorize the sale of the trailer-mounted generator set to the City of Saginaw for \$180,000.00. Proceeds from the sale would be split 60/40 between the water and sewer fund.

cc: Bill Dooley

RESOLUTION NO. _____

RESOLUTION TO AWARD THE BID FOR VIDEO INSPECTION
AND CLEANING OF EXISTING UNDERGROUND SEWER LINES

WHEREAS, the City of Wyoming needs to clean and visually inspect approximately 240,000 linear feet of sanitary sewer mains, and

WHEREAS, on Tuesday, May 10, 2011, the City of Wyoming received five (5) bid responses to perform the sewer cleaning and inspection work, and

WHEREAS, the lowest bid was submitted by B&B Environmental Services in the amount of \$92,040.00, and

WHEREAS, sufficient funds have been appropriated in the Sewer Fund Account, 590-441-54200-930000; now, therefore,

BE IT RESOLVED that the Wyoming City Council hereby awards the bid for Video Inspection and Cleaning of Existing Underground Sewer Lines to B&B Environmental Services.

Councilmember _____ moved, seconded by Councilmember _____, that the above Resolution be adopted.

Motion carried: _____ Yeas, _____ Nays.

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on the 16th day of May, 2011.

HEIDI A. ISAKSON
Wyoming City Clerk

Resolution No. _____

MEMORANDUM

DATE: May 11, 2011

TO: Mayor and City Council

FROM: William D. Dooley, Director of Public Works

SUBJECT: Award of Bid for Video Inspection and Cleaning of Existing Underground Sewer Lines

On May 10, 2011, the City received five (5) bids for video inspection and cleaning of existing underground sewer lines. Eight (8) bid packages were sent to pre-approved contractors.

The sanitary sewers need to be reviewed periodically to determine if any repairs need to be made. This work will take approximately five months to complete and will encompass approximately 240,000 linear feet of underground sanitary sewer lines. A project location map is attached.

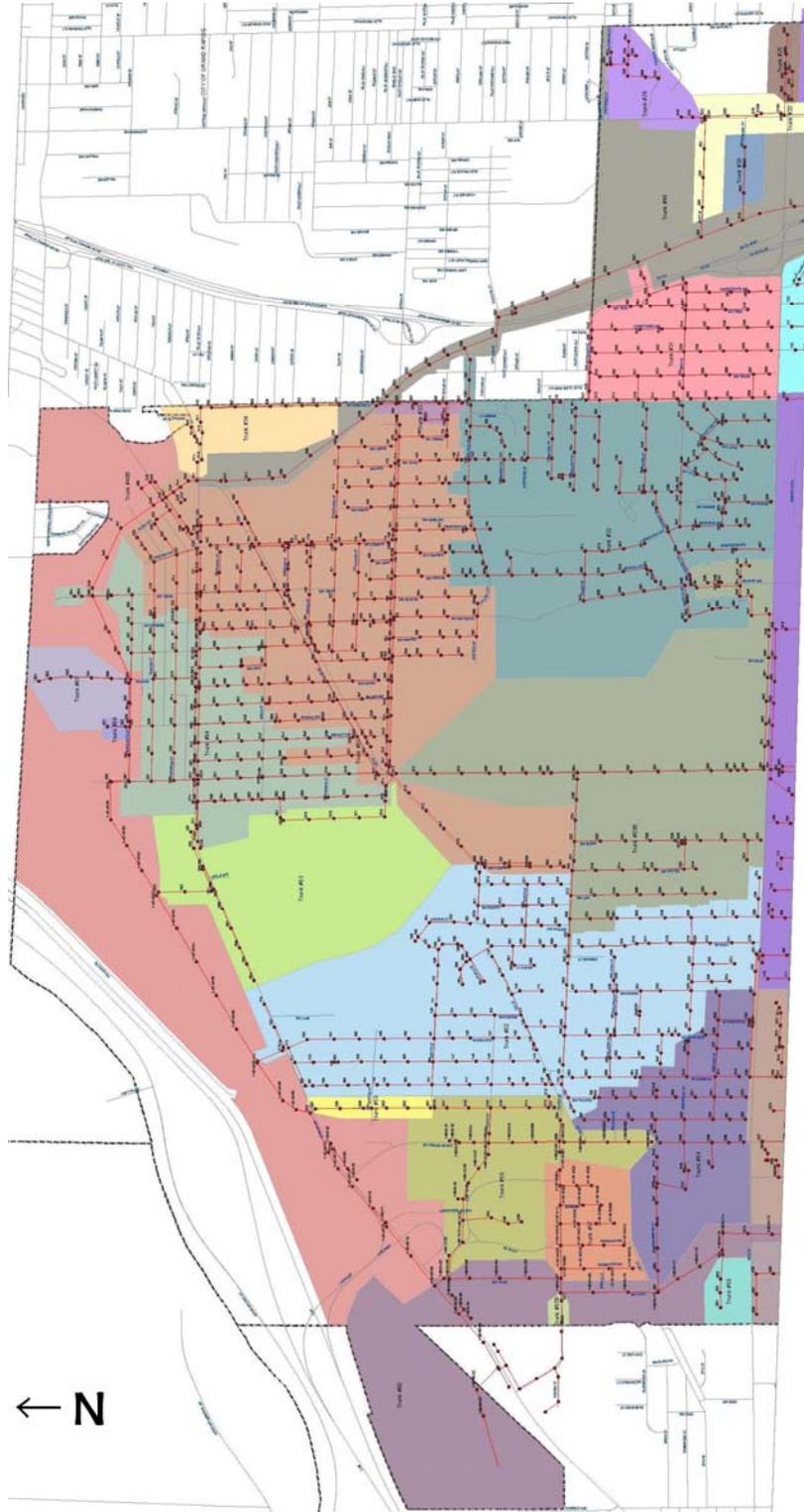
B&B Environmental Services submitted the low bid at \$92,040.00. The bid tabulation is attached for your review.

It is recommended that the City Council award the bid for video inspection and cleaning of existing underground sewer lines to B&B Environmental Services.

Sufficient funds are available in the Sewer Fund Account, 590-441-54200-930000.

Attachments: Project Location Map
Bid Tabulation

Project Location Map



**BID TABULATION
CITY OF WYOMING
VIDEO INSPECTION & CLEANING OF
EXISTING UNDERGROUND SEWER LINES (2011)**

Bid Opening: May 10, 2011

Contractor	6-12" (Est. 210,000 L.F.)	Bid 15-24" (Est. 26,000 L.F.)	Total
B & B Environmental	\$0.39	\$0.39	\$92,040.00
Terra/Downunder	\$0.70	\$0.83	\$168,580.00
Plummers Environmental	\$0.82	\$1.23	\$204,180.00
EQ	\$1.48	\$2.05	\$364,100.00
Youngs Environmental	\$4.72	\$4.99	\$1,120,940.00
AAA Flexible Pipe	NO BID	NO BID	NO BID
Lake Co. Sewer Co.	NO BID	NO BID	NO BID
Midwest Trenchless Tech.	NO BID	NO BID	NO BID

RESOLUTION NO. _____

RESOLUTION TO AWARD THE BID
FOR CATCH BASIN CLEANING (2011 – 2013)

WHEREAS, the City of Wyoming is required by Federal law to clean the storm sewer catch basins, and

WHEREAS, on Tuesday, May 10, 2011, the City of Wyoming received three (3) bid responses to perform the catch basin cleaning, and

WHEREAS, the lowest bid was submitted by Midwest Trenchless Technologies in the approximate amount of \$68,000.00 for 2011, \$69,000.00 for 2012 and \$71,000.00 for 2013, and

WHEREAS, sufficient funds are available for the project in the Major Street and Local Street Funds, Street Maintenance Accounts, 202-441-46300-930000 and 203-441-46300-930000, including any additional basin cleaning which may become necessary; now, therefore,

BE IT RESOLVED that the Wyoming City Council hereby awards the bid for Catch Basin Cleaning (2011 – 2013) to Midwest Trenchless Technologies.

Councilmember _____ moved, seconded by Councilmember _____, that the above Resolution be adopted.

Motion carried: _____ Yeas, _____ Nays.

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on the 16th day of May, 2011.

HEIDI A. ISAKSON
Wyoming City Clerk

MEMORANDUM

DATE: May 11, 2011
TO: Mayor and City Council
FROM: William D. Dooley, Director of Public Works
SUBJECT: Award of Bid for Catch Basin Cleaning (2011 – 2013)

On May 10, 2011, the City received three (3) bids for the three year catch basin cleaning program. Seven (7) bid packages were sent to pre-approved contractors.

As required by Federal law, the City cleans the storm sewer catch basins. The bid requires the contractor to clean one-quarter, or approximately 1,500, of the City's catch basins per year in 2011, 2012, and 2013.

Midwest Trenchless Technologies submitted the low bid. The bid tabulation is attached.

It is recommended that the City Council award the three year catch basin cleaning project to Midwest Trenchless Technologies in the amount of approximately \$68,000.00 for 2011, \$69,000.00 for 2012 and \$71,000.00 for 2013.

Sufficient funds are available for the project in the Major Street and Local Street Funds, Street Maintenance Accounts, 202-441-46300-930000 and 203-441-46300-930000, including any additional basin cleaning which may become necessary.

Attachment: Bid Tabulation

**BID TABULATION
CITY OF WYOMING
CATCH BASIN CLEANING (2011 - 2013)**

Bid Opening: May 10, 2011

<u>ITEM</u>	<u>EST. QTY.</u>	BIDDER							
		Midwest Trenchless Technologies		Pollution Control Services		Young's Environmental Cleanup		AAA Flexible Pipe	Plummer's Environmental Services
		<u>Unit Cost</u>	<u>Total Cost</u>	<u>Unit Cost</u>	<u>Total Cost</u>	<u>Unit Cost</u>	<u>Total Cost</u>		
2011 - Local Streets	1,000	\$44.99	\$44,990.00	\$46.00	\$46,000.00	\$135.00	\$135,000.00	NO BID	NO BID
2011 - Major Streets	500	\$44.99	\$22,495.00	\$46.00	\$23,000.00	\$315.00	\$157,500.00	NO BID	NO BID
2011 - Total			\$67,485.00		\$69,000.00		\$292,500.00		
2012 - Local Streets	1,000	\$45.99	\$45,990.00	\$47.00	\$47,000.00	\$142.00	\$142,000.00	NO BID	NO BID
2012 - Major Streets	500	\$45.99	\$22,995.00	\$47.00	\$23,500.00	\$325.00	\$162,500.00	NO BID	NO BID
2012 - Total			\$68,985.00		\$70,500.00		\$304,500.00		
2013 - Local Streets	1,000	\$47.00	\$47,000.00	\$48.00	\$48,000.00	\$149.00	\$149,000.00	NO BID	NO BID
2013 - Major Streets	500	\$47.00	\$23,500.00	\$48.00	\$24,000.00	\$335.00	\$167,500.00	NO BID	NO BID
2013 - Total			\$70,500.00		\$72,000.00		\$316,500.00		
Additonal Costs:									
Per Catch Basin (Non-Emergency)			\$44.99		\$75.00		\$600.00	NO BID	NO BID
Per Catch Basin (Emergency)			\$60.00		\$150.00		\$800.00	NO BID	NO BID

JRS/sak
05/16/11

ORDINANCE NO. 4-11

AN ORDINANCE TO ADD SUBSECTIONS (d)
AND (e) TO SECTION 70-6 OF THE CODE OF THE
CITY OF WYOMING

THE CITY OF WYOMING ORDAINS:

Section 1. That subsections (d) and (e) are hereby added to Section 70-6 of the Code to read as follows:

(d) If any portable basketball hoop is placed on any public right-of-way, except within the end of a local street cul-de-sac, the city shall have the right to remove the portable basketball hoop after providing the owner with ten days written notice. Any portable basketball hoop removed by the city shall be claimed within ten days, otherwise the portable basketball hoop will be disposed of. If the owner or person responsible for the portable basketball hoop wishes it returned, a fee set by resolution of the City Council shall be charged for each portable basketball hoop.

(e) If a property owner wishes to place a portable basketball hoop within the end of a local street cul-de-sac, the owner shall:

- a. Notify all neighbors on the street cul-de-sac
- b. Supervise young children using the portable basketball hoop
- c. Keep the basketball rim behind the back of the curb when not in use
- d. Remove the portable basketball hoop from the public right-of-way if it is determined by the city to interfere with street maintenance or public safety

Section 2. This ordinance shall be declared an emergency ordinance and shall be effective upon publication; May 24, 2011.

I hereby certify that the above-entitled Ordinance was adopted as an emergency ordinance by the City of Wyoming at a regular session of the City Council held on the 16th day of May, 2011.

Heidi A. Isakson
Wyoming City Clerk

Ordinance No. 4-11

MEMORANDUM

DATE: May 4, 2011

TO: Curtis L. Holt, City Manager

FROM: William D. Dooley, Director of Public Works

SUBJECT: Portable Basketball Hoops

In May 2006, we established a policy to address the placement of portable basketball hoops in the public right-of-way, as outlined in the attached memo. This policy has worked well and we recommend that it continue as it is.

During the past five years there have been a number of instances where homeowners have placed portable basketball hoops (PBH's) alongside public streets in locations where the PBH does constitute an obstruction. In these instances, and only in response to complaints from neighbors or motorists, we have visited the sites and requested that the owners remove their PBH's from the street right-of-way and place them alongside their driveways behind the sidewalk. Most of these owners have relocated the PBH within a few days. In the few cases where this has not been accomplished within a period of ten days, we have picked up the PBH's and taken them to the public works facility where the owners are able to retrieve them. This process is consistent with Section 70-6 (c) of the City Code, having to do with the removal of signs from the street right-of-way. In the case of signs, the owners are charged a nominal fee of \$5.00 to retrieve each of their signs – a fee which was established in 1994.

Section 70-37 of the City Code also provides for the removal of obstructions from the street right-of-way. It stipulates, however, that “the expense of such removal shall be charged to the person responsible.” Due to the size and weight of the PBH's, this could result in charges in excess of \$100. We recommend that Wyoming establish a fixed fee of \$25.00 and amend Section 70-6 of the City Code to specifically address the removal of PBH's and the associated fee. We also request that this ordinance be adopted without delay as this is the time of year when we receive the most complaints. If the City Council agrees, we will prepare the appropriate ordinance for their May 16 or June 6 agenda.

Attachment: Memo of May 23, 2006
kh

MEMORANDUM

DATE: May 23, 2006
TO: Curtis L. Holt, City Manager
FROM: William D. Dooley, Director of Public Works
SUBJECT: Policy for Portable Basketball Hoops in Public Right-of-way

In recent years, the number of portable basketball hoops has increased significantly in Wyoming. The hoops have become popular because they can be put away during the winter, extending the life of a backboard, rim and net. In most cases, the portable hoops are placed alongside driveways and the driveway is used as the court. In some situations, however, a portable hoop has been placed at the end of the driveway and the public street has been used as the court. This can create a very unsafe basketball court, especially for younger basketball players.

Section 70-37 of the City Code prohibits the placement of obstructions within the public right-of-way, but it does not specifically identify when a portable basketball hoop constitutes an obstruction. For this reason, we are implementing the following policy:

1. Portable basketball hoops will be placed alongside driveways whenever possible.
2. Portable basketball hoops will not be placed alongside a public street except within the end of a cul-de-sac.
3. When it is imperative that a portable basketball hoop be placed within the end of a cul-de-sac, the owner will:
 - a. Seek approval from the neighbors on the cul-de-sac
 - b. Supervise younger children
 - c. Keep the basketball rim behind the back of the curb when it is not in use
 - d. Remove the portable basketball hoop from the right-of-way if it interferes with street maintenance or public safety

This policy was published in the June 2004 issue of the Wyoming Record as a guideline.

lmb