CHARTER TOWNSHIP OF WATERFORD
5200 CIVIC CENTER DRIVE
WATERFORD, MICHIGAN 48329

June 22, 2020
6:00 PM
-AGENDA-

NOTICE OF REGULAR TOWNSHIP BOARD MEETING TO BE HELD ELECTRONICALLY

Please take notice that a regular meeting of the Waterford Township Board will be held on June 22, 2020 at 6:00 p.m. by electronic remote access.

Electronic remote access, in accordance with the Michigan Governor's Executive Order 2020-75, will be implemented in response to COVID-19 social distancing requirements and Michigan Governor's Executive Order 2020-97. The public may participate in the meeting through GoToMeeting by computer, tablet or smart phone using the following link: https://global.gotomeeting.com/join/214603317

New to GoToMeeting? Get the app now and be ready when your first meeting starts: https://global.gotomeeting.com/install/214603317

You can also dial in using your phone.
United States (Toll Free): 1-877-568-4106
United States: +1-571-317-3129

Access Code: 214-603-317

Members of the public will only be able to speak during the public comment portion of the meeting and such comment will be limited to three minutes per person. To provide for orderly public participation, a person wishing to speak must state their name and request to be recognized by the Township Supervisor. The Supervisor will recognize all persons wishing to speak during public comment. If, prior to the meeting, members of the public have certain questions or wish to provide input on any business that will be addressed at the meeting then such persons may contact the Township Board members through Kim Markee, Township Clerk, by email to publiccomments@waterfordmi.gov, or by mail at 5200 Civic Center Drive, Waterford, Michigan 48329. A copy of the meeting material may be found on the link on the Township's homepage at www.waterfordmi.gov.

The Township will provide necessary reasonable auxiliary aids and services to individuals with disabilities at the meeting upon 72-hour advance notice by contacting Kim Markee, Township Clerk, by email, phone, or mail at the below.

Kim Markee, Township Clerk
Charter Township of Waterford
5200 Civic Center Drive
Waterford, Michigan 48329
Phone (248) 674-6266
Email: publiccomments@waterfordmi.gov

1. Approve Agenda

2. Announcements

2.I. Waterford Township COVID-19
For the latest information related to Waterford Township and the Coronavirus, please visit our website dedicated to this topic at www.waterfordmi.gov/coronavirus. Here

you'll find information regarding operations, closures and cancellations, as well as resources for food assistance, employment, businesses, and more. Did you know that most of the business you may need to conduct with Waterford Township administrative offices can be handled remotely using the phone, email, website, fax and our convenient drop boxes? Give us a call and we'll help determine the options available to meet your needs. All department contact information is available on the Township website www.waterfordmi.gov. If you do not have internet access, please call our main switchboard at 248-674-3111.

2.II. Parks And Recreation Report Update

The Waterford Parks and Recreation Department will be operating with reduced staff through July 31, 2020.

All programs, events and activities are cancelled through June 30, 2020, at this time. The Waterford Recreation Center is closed for an undetermined period of time. The following parks are open for your enjoyment:

· Drayton Plains Nature Center
· Fish Hatchery Park
· Hess-Hathaway Park
· Clinton River Canoe Site
· Elizabeth Lake Woods Park
· Marion Street Park
· Maceday Lake Park

2.III. Absent Voter Ballot Applications

Dual absent voter ballot applications for the August 4th and November 3rd elections have mailed to voters on the Permanent Absentee Voter's List. At the top of the application, there are three selection boxes, which are: 1. Both Elections Dates, 2. Aug.4, 2020 and 3. Nov. 3, 2020. You must select one box and sign the form before a ballot will be mailed to you. If you miss these steps, there may be a delay in you receiving your ballot because the Clerk's Office will have to send another application for you to complete correctly and return it. You can return your application via U.S. Mail, or the Election Drop Box located in the rear parking lot between the Police Department and the 2nd floor entrance to Town Hall. If you have any concerns, please contact the Clerk's Office on 248-674-6266 or email elections@waterfordmi.gov

2.IV. Temporary Polling Locations For The August 4, 2020, State Primary

Due to summer construction, at three (3) polling locations, the following are temporary polling locations for the August 4, 2020, Primary Election Only.

• Precinct 1 – Schoolcraft Elementary voters will vote at the Recreation Center.
• Precinct 4 – Grayson Elementary voters will vote at Mason Middle School.
• Precinct 16 – Beaumont Elementary voters will vote at Knudsen Elementary School.

Keep in mind this change is only for the August 4, 2020, Election. If you have any questions, please contact the Clerk's Office on 248-674-6266 or email elections@waterfordmi.gov

2.V. Do You Have A Warrant?

The 51st District Court is offering an amnesty program for most sentenced, non-violent misdemeanor cases that are in warrant status without the worry of having to appear in Court. The program will be available June 15, 2020 to July 2, 2020 and comes in response to hardships brought on by the COVID-19 pandemic. To coordinate sentenced non-violent misdemeanor warrant amnesty contact Probation Officers: Shelly Booth (248-618-7665 or slbooth@waterfordmi.gov) or Denise Larkin at (248-618-7664 or slarkin@waterfordmi.gov)

Documents:

D51 BENCH WARRANT AMNESTY PROGRAM.PDF

2.VI. Youth Chalk Art Contest

It's time for some summer fun! Here is your chance to transform you driveway into vibrant colors and works of art. Waterford Youth Assistance, The Breakfast Optimists Club of Waterford, and The Art Experience are sponsoring a Youth Chalk Art Contest from June 24 thru July 8th. To enter, draw your masterpiece in chalk on your family's driveway (or a safe area where permission was granted). Have a parent take a photo of your chalk art and post the photo to the Waterford Youth Assistance Facebook Page Facebook.com/WaterfordYouthAssistance. Your post must include your first name, your age group and the hashtag #WYAchalkart Prizes will be awarded in three age groups: 6 years old and under, 7 to 12 years old, and teens (13 to 18). We also encourage the public to participate in the voting by going to the Youth Assistance Facebook page and "Liking" the entries. The single chalk art photo with the most Facebooks likes by midnight, July 22 will be awarded the People's Choice Award. The contest flyer is available on each organizations Facebook page. The contest is free to enter and photos must be posted by midnight July 8th.

Documents:

CHALK CONTEST 2020 FLYER.PDF

2.VII. Beautification Awards

Spring is here and it's time to spruce up our yards, homes, and outside structures. The Township would like to recognize homeowners, neighborhoods, condominiums, apartment complexes, schools, churches, and businesses that take pride in making their exteriors beautiful. If you are interested in participating, please submit a form and a before picture (optional) by Friday, July 17, 2020. The form can be found on the Township's website @ www.waterfordmi.gov/clerk; the Clerk's Office; or by emailing kmarkee@waterfordmi.gov. Award signs will be placed on the winners' property from August 15, 2020 to August 31, 2020. Call Clerk Kim Markee on 248-674-6211 with any questions.

2.VIII. The July 18, 2020, NoHaz Event Has Been Cancelled

The July NO HAZ event is cancelled. Please visit www.nohaz.com for updates to remaining collection dates. We are NOT requiring residents to pre-purchase vouchers this year. You may pay the $15 fee at the collection event.

2.IX. Census 2020

Have you responded to the 2020 Census yet? By this time, all Waterford residents should have received multiple communications from the U.S. Census Bureau inviting you to complete the Census questionnaire online, by phone, or mail. If you haven't responded yet, please visit the official Census website at www.2020census.gov or call 800-923-8282 to respond by phone. There are only 9 questions and responding takes less than 10 minutes for most. Did you know the census provides critical data that lawmakers, business owners, teachers, and many others use to provide daily services, products, planning, and support for you and our community? Every year, $675 billion in federal funding go to hospitals, fire departments, schools, roads, and other resources based on census data. Waterford's goal for 2020 Census response is at least 90%. Your action today helps shape Waterford's future for the next 10 years. Visit Waterford Township's Census information page at www.waterfordmi.gov/census for details, resources, videos and more! And remember our Waterford 2020 Census Slogan – I count, You count, We count, Everyone counts. Get counted, It counts!

2.X. Real ID Compliant

Starting Oct. 1, 2020, you'll need a REAL ID-compliant document to fly in the U.S. and enter some federal facilities per federal law. You can obtain a REAL ID-compliant driver's license or state ID from the Michigan Secretary of State's Office. Learn more

at Michigan.gov/REALID. Schedule an appointment to get your REAL ID at any Secretary of State office and get in and out in less than 30 minutes. Michigan.gov/SOSAppointments.

3. Awards & Presentations

3.I. Plante And Moran 2019 Fiscal Year Audit Presentation

3.II. Waterford School District 2020 Bond Presentation

Documents:

WATERFORD PP 6.16.2020.PDF

4. Consent Agenda

Board Members may remove items from the Consent Agenda for discussion purposes or for the purpose of voting in opposition. Public comment for items removed from the consent agenda may be received in the same manner immediately following the Consent Agenda.

4.I. June 08, 2020, Meeting Minutes

Documents:

M06-08-20.PDF

4.II. June 22, 2020, Bill Payment

Documents:

BILL PAYMENT 0622.PDF

4.III. Receive The Treasurer's Office May 2020 Report

Documents:

TREASURER MAY 2020.PDF

4.IV. Fireworks Display - Loon Lake

Documents:

FIREWORKS LOON LAKE.PDF

5. Board Liaison Reports (Verbal)

6. Open Business

6.I. Possible Adoption Of Ordinance No. 2020-Z-001; Text Amendment To Zoning Ordinance, Summit Place Overlay Zoning District

Documents:

ZONING AMENDMENT 2020-03-01_SHOWING CHANGES.PDF
ZONING ORDINANCE AMENDMENT 2020-Z-001 20-03-01_BOARD PACKET.PDF

7. New Business

7.I. Approval Of Tentative Agreement With MAP - Dispatcher's Association

Documents:

PRGM-PROJ TYPE CONTRACT-DISPATCH-2020-POLICE TA.PDF

7.II. Approval Of Tentative Agreement With The Command Officers Association Of Michigan

Documents:

TA COAM CURRENT.PDF

7.III. Amendments To The Waterford Township Community Development Block Grant (CDBG) Program's 2016-2020 Consolidated Plan, The 2019 Annual Action Plan, And The Citizen Participation Plan To Accommodate CARES Act CDBG-CV Funding

Documents:

BOARD PACKET - CARES ACT CDBG-CV FUNDING.PDF

7.IV. Award Of Window Project For Waterford Recreation Center

Documents:

REC CTR WINDOWS TWP BD PKT 6-22-20.PDF

7.V. Water Interconnect With The City Of Keego Harbor

Documents:

WATERFORD TOWNSHIP - CITY OF KEEGO HARBOR WATER SYSTEM INTERCONNECT AGENDA ITEM REQUEST 20200616.PDF

7.VI. Request To Split / Divide Parcels 13-36-101-013; 2876 Woodbine Dr

Documents:

REVISED - RADEMACHER LOT SPLIT V2.PDF

7.VII. Budget Line-Item Adjustment For Senior Center Contribution

Documents:

BUDGET LINE ITEM ADUSTMENT.PDF

7.VIII. Public Comments Limited To Three (3) Minutes Per Speaker

In conformance with the Americans with Disabilities Act, large-print agendas and minutes are available upon request. Barrier-free parking and access are also available at town hall. For the hearing impaired, there are four available headsets on a first come basis. Minutes are available upon request at the clerk's department, and on the Township's web site.

The 51th District Court is offering an amnesty program most sentenced , non-violent misdemeanor cases that are in warrant status without the worry of having to appear in Court.

The program will be available from June 15, 2020 to July 2, 2020 and comes in response to hardships brought on by the COVID-19 pandemic.

To coordinate sentenced non-violent misdemeanor warrant amnesty contact:

Shelly Booth 248-618-7665
slbooth@waterfordmi.gov

-or-

Denise Larkin-248-618-7664
slarkin@waterfordmi.gov

It's Time for Some Summer Fun!

Youth Chalk Art Contest

June 24 – July 8

Contest Details:

- **Get Outside and Make Fabulous Art!** **Theme: SUMMER FUN!**
- Contest Age Categories: 6 years & under, 7-12 years old, and teen (13-18 yrs.)
- Prize winners in *each age category* will be determined by our Sponsorship Committee.
- **People's Choice Award:** Prize given to the *single chalk art photo* that gets the most Facebook likes by mid-night, July 22. Get your family and friends to vote by visiting:

  https://www.facebook.com/WaterfordYouthAssistance/community
- By the end of July, all prize winners will be announced on the Waterford Youth Assistance Facebook Page.

How to Enter the Contest:

1.) What is your idea of SUMMER FUN? Draw your masterpiece in chalk on your families driveway (or a safe area where permission was granted to draw). Minimum size of art: 3 'x 3'. No maximum size. *Be creative. Be colorful. Draw to your heart's content. Make us* ☺

2.) Have a parent take a photo of your chalk art and **post a photo to the Waterford Youth Assistance Facebook Page** Facebook.com/WaterfordYouthAssistance . **Your post must include:**

   1.) First name of the artist

   2.) Age category of contest you are entering (6 yrs. & under, 7-12 yrs., or teen category)

   3.) The hashtag: #WYAchalkart

3.) Have fun! Get your family and friends to vote! Watch Facebook for winners announcement!

Summer Fun Chalk Art Contest Sponsors:

the art Experience
Improving lives through the arts.

Youth Assistance Waterford
Strengthening Families Through Community Involvement

Waterford Breakfast Club Optimist International

WATERFORD SCHOOL DISTRICT

This is a story about…

- ✓ **Safety and security**
- ✓ **Upgrades** to the learning environment
- ✓ **Technology and A/V updates**
- ✓ **Replacements** of assets that are at the end of their life expectancy

The Waterford Board of Education has placed a $150 million bond proposal on the **August 4th ballot**.

The primary purpose of the bond proposal is to **enhance the learning environment** and to **protect the community's investment** in its school district.

The bond proposal will fund **renovations, upgrades, and construction.**

If voters approve the bond proposal, the current tax rate **will not increase**.

The tax rate is projected to be **at or below the current levy.**

What is a bond?

A bond is **similar to a homeowner's mortgage**. In this case, Waterford School District borrows money and pays it back over a period of years.

If voters approve the bond proposal, bond revenue will be invested in **five general areas**.

1

Enhancing safety and security

- PA and fire alarm upgrades
- Installing additional security cameras
- Replacing sidewalks and parking lots
- Redesign of pool entry and exit

2

Updating facilities

- Roofing replacements
- Electrical, heating, and cooling system updates
- Improving energy efficiency
- Upgrading kitchens

3

Improving the learning environment

- Renovating classrooms
- Upgrading audio/visual equipment
- Updating classroom furniture to support active leaning
- Constructing a new Early Childhood Center

4

Improving athletic & physical education facilities

- Middle School:
  - Athletic field renovations
  - Track, tennis court, and basketball court replacements
- Physical education equipment upgrades
- Upgrading play areas and structures

5

Replacement items that are at the end of their life-expectancy

- Roofs, lighting, flooring, classroom furniture, and school buses

Every project in the bond proposal has been **reviewed and approved** by the Michigan Department of Treasury.

The August 4th bond proposal will affect **every Waterford student, school, and school facility**.

If the bond proposal is approved by Waterford voters, **the increase in the current tax-rate will be *zero*.**

Zero!

In this election, **voters can make one of three decisions**:

- ☒ VOTE YES
- ☒ VOTE NO
- ☒ DON’T VOTE

You can vote on August 4th at your regular polling place **or after June 20th** by absentee ballot.

In this election, you do not need a reason to vote absentee.

Any registered voter can cast an absentee ballot from June 20th through Election Day.

For more information go to

www.wsdmi.org

Then click on

2020 School Bond Election

Call any Waterford School District Principal or Administrator.

Call (248) 682-7800 or email Bond2020@wsdmi.org

The Waterford School District

Inspire EDUCATE Empower!

THANK YOU!

TOWNSHIP BOARD MEETING
CHARTER TOWNSHIP OF WATERFORD
MONDAY, JUNE 8, 2020

MINUTES
TOWN HALL AUDITORIUM
6:00 P.M.

BOARD MEMBERS PRESENT:
Gary Wall, Supervisor
Kim Markee, Clerk
Margaret Birch, Treasurer
Anthony Bartolotta, Trustee
Art Frasca, Trustee
Karen Joliat, Trustee
Steven Thomas, Trustee

OTHERS PRESENT via GoToMeeting 485-479-821

Gary Allison	Chip Evans	Scott Underwood
Gary Dovre	Josh Bowren	Mark Monohon
Jeffrey Polkowski	Marilyn Brennan	

Supervisor Gary Wall called the meeting to order at 6:00 p.m. and asked for a moment of silence for the brave men and women who have served our Country and then lead the Pledge of Allegiance.

Roll call vote was taken. All Board members were present.

1. APPROVE AGENDA

1.1 June 8, 2020

Moved by Birch,
Seconded by Frasca; RESOLVED, to approve the June 8, 2020 agenda, as printed. A roll call vote was taken.

Ayes: Wall, Markee, Birch, Bartolotta, Frasca, Joliat and Thomas
Nays: None
Absent: None

Motion carried unanimously.

2. ANNOUNCEMENT

2.1 Waterford Township residents are encouraged to visit the Waterford Township website for updates related to Township operations during the COVID-19 pandemic. Changes happen quickly and often, so this is the best resource for current information. This web-page also links the Waterford community to important resources for unemployment insurance, help for businesses, food assistance resources, COVID-19 testing sites and more. Please visit www.waterfordmi.gov/coronavirus or follow Waterford Township on Facebook www.facebook.com/waterfordtwpmi and Twitter @WaterfordTwpMi. Team Waterford is dedicated to serving the Waterford community in the best, safest way possible for both our staff and the public. Please continue to take advantage of options to conduct business with the Township remotely by phone, fax, email, and through our website.

2.2 Waterford Parks and Recreation continues to monitor the changing developments with regards to COVID-19 and the Governor's Executive Orders. Social distancing practices are working. Please continue to enjoy our parks while following social distancing and group gathering guidelines and safeguards. We are beginning to re-open some of the parks and amenities that were closed.

The following parks are currently open for your passive recreational enjoyment:

- Drayton Plains Nature Center
- Fish Hatchery Park
- Clinton River Canoe Site
- Hess-Hathaway Park, the playground and farm area will remain closed through June 7.
- Elizabeth Lake Woods Park
- Marion Street Park
- Maceday Lake Park

All programs, events and rentals have been cancelled through June 30th. Please follow the Waterford Parks and Recreation Facebook page for updates and changes regarding parks and programs or call 248-674-5441.

2.3 Oakland County is distributing 10,000 COVID-19 re-opening kits to small businesses throughout Oakland County. The kits contain more than $400 worth of supplies and are for small businesses with 50 employees or less that operate in Main Street Oakland County communities, other businesses not in a downtown, or faith-based organizations, and non-profit organizations may request reopen kits. Besides masks and gloves, they include sanitizer, disinfectant wipes, floor stickers for interior spacing of customers or employees, posters and ideas for social distancing. Toolkits and Safety protocols may be found at www.oakgov.com/covid/resources.

2.4 Dual absent voter ballot applications for the August 4th and November 3rd elections have mailed to voters on the Permanent Absentee Voter's List. At the top of the application, there are three selection boxes, which are: 1. Both Elections Dates, 2. Aug.4, 2020 and 3. Nov. 3, 2020. You must select one box and sign the form before a ballot will be mailed to you. If you miss these steps, there may be a delay in you receiving your ballot because the Clerk's Office will have to send another application for you to complete correctly and return it. You can return your application via U.S. Mail, or the Election Drop Box located in the rear parking lot between the Police Department and the 2nd floor entrance to Town Hall. If you have any concerns, please contact the Clerk's Office on 248-674-6266 or email elections@waterfordmi.gov

2.5 Spring is here and it's time to spruce up our yards, homes, and outside structures. The Township would like to recognize homeowners, neighborhoods, condominiums, apartment complexes, schools, churches, and businesses that take pride in making their exteriors beautiful. If you are interested in participating, please submit a form and a before picture (optional) by Friday, July 17, 2020. The form can be found on the Township's website @ www.waterfordmi.gov/clerk; the Clerk's Office; or by emailing kmarkee@waterfordmi.gov. Award signs will be placed on the winners' property from August 15, 2020 to August 31, 2020. Call Clerk Kim Markee on 248-674-6211 with any questions.

2.6 6Online Summer Reading Programs from June 1 through August 1. Children's (ages 3-12), Teens (6th through 12th grades) and Adults programs have separate registrations. Visit our WEBSITE at www.waterfordmi.gov/library and check the listings under Library News on the homepage. Happy Reading.

2.7 Have you responded to the 2020 Census yet? By this time, all Waterford residents should have received multiple communications from the U.S. Census Bureau inviting you to complete the Census questionnaire online, by phone, or mail. If you haven't responded yet, please visit the official Census website at www.2020census.gov or call 800-923-8282 to respond by phone. There are only 9 questions and responding takes less than 10 minutes for most. Did you know the census provides critical data that lawmakers, business owners, teachers, and many others use to provide daily services, products, planning, and support for you and our community? Every year, $675 billion in federal funding go to hospitals, fire departments, schools, roads, and other resources based on census data. Waterford's goal for 2020 Census response is at least 90%. Your action today helps shape Waterford's future for the next 10 years. Visit Waterford Township's Census information page at www.waterfordmi.gov/census for details, resources, videos and more! And remember our Waterford 2020 Census Slogan – I count, You count, We count, Everyone counts. Get counted, It counts!

2.8 Starting Oct. 1, 2020, you'll need a REAL ID-compliant document to fly in the U.S. and enter some federal facilities per federal law. You can obtain a REAL ID-compliant driver's license or state ID from the Michigan Secretary of State's Office. Learn more at Michigan.gov/REALID. Schedule an appointment to get your REAL ID at any Secretary of State office and get in and out in less than 30 minutes. Michigan.gov/SOSAppointments.

2.9 Five Waterford charities will each receive $2,000 in donations from a bottle and can drive organized by Phil Karmo, owner of Russ' Party Store on Elizabeth Lake Rd. and held on two consecutive Tuesdays in the parking lot of Town Hall. As always, the Waterford community made a great showing and donated a total of $6,500 in returnable cans and bottles!

An additional $3,500 was donated by Mr. Karmo and his business partners Joe Frase and Dave George for a total of $10,000 to be distributed equally to five charitable organizations here in Waterford: Blessings in Backpack, Meals on Wheels, Open Door Outreach Center, Waterford Coalition for Youth, and Waterford Youth Assistance.

Once again, thank you to the Waterford community for the extraordinary number of returnables you donated. And thank you to these business owners for helping make the event so successful.

2.10 Supervisor Wall read the following letter from Police Chief Underwood.

> As you may be aware, a peaceful protest was held in Waterford Township on Saturday, June 6th. We worked with the organizer and greatly appreciated the cooperation and clear communication regarding the group's intent and purpose.
>
> Our Officers were there to ensure crowd control and traffic control. They were tasked with keeping the peace and ensuring the safety of all participants as well as any citizens in and around the protest area, including local businesses.
>
> The Waterford Police Department supports peaceful protest and we remain committed to ensuring that racism plays no part in law enforcement. We believe that everyone is entitled to equal protection under that law and we stand ready to work alongside citizens to ensure a safe environment for all people to live, work, and visit.
>
> I want to congratulate organizers and thank them, as well as all participants and Police Officers for a level cooperation that resulted in a peaceful and safe event.

3. Consent Agenda

Board Members may remove items from the Consent Agenda for discussion purposes or for the purpose of voting in opposition. Public comment for items removed from the consent agenda may be received in the same manner immediately following the Consent Agenda.

3.1 May 26, 2020, Meeting Minutes
3.2 June 8, 2020, Bill Payment
3.3 Receive the Clerk's Office April 2020 Report
3.4 Receive the Library's March and April 2020 Reports

Moved by Bartolotta,
Seconded by Markee, RESOLVED, to approve Consent Agenda items 3.1 through 3.4. A roll call vote was taken.

Ayes: Wall, Markee, Birch, Bartolotta, Frasca, Joliat and Thomas
Nays: None
Absent: None

Motion carried unanimously.

4. Board Liaison Reports (Verbal)

Trustee Bartolotta,

Trustee Bartolotta thanked Phil, Joe, and Dave for organizing the bottle/can drive and the generous donation. He knows that Waterford Youth Assistance can really use the funds.

At the May 28th Planning Commission meeting the Summit Place Overlay Zoning District and the site plan for Oakland County Business Center were approved 6-0, with one member absent.

Supervisor Wall

Supervisor Wall provided a COVID-19 Update, by zip code.
48327 – 106 cases / 5 deaths
48328 – 136 cases / 12 deaths
48329 - 121 cases / 10 deaths

Clerk Markee

Clerk Markee announced temporary polling locations for the August 4, 2020, Primary Election due to construction.
Precinct 1 – Schoolcraft Elementary voters will temporarily vote at the Recreation Center.
Precinct 4 – Grayson Elementary voters will temporarily vote at Mason Middle School.
Precinct 16 –Beaumont Elementary voters will temporarily vote at Knudsen Elementary School.

Trustee Joliat – Zoning Board of Appeals

Trustee Joliat stated that the Zoning Board of Appeals, June 16, 2020, which will be held at the Township.

5. Introduction

5.1 **Introduction of Zoning Text Amendment 2020-Z-001; Rezoning Case No. 20-03-01; Summit place Overlay District**

The following memo was received from Jeffrey Polkowski, Superintendent of Planning and Zoning.

Attached for your review and consideration, please find a proposed Zoning Ordinance Text Amendment.

The evaluation of a concept plan for a proposed development within the Summit Place Overlay Zoning District revealed concerns within the existing ordinance that had been adopted almost a year ago.

The Summit Place Overlay Zoning District, as currently written, presents opportunities for conflicting land uses of various intensities to be established within a single parcel without requiring any screening or additional landscaping to act as a buffer for them to operate harmoniously.

Planning Staff identified and worked with the Developer on some fine tuning of the original ordinance text to clarify the levels and conditions of approval required for sensitive uses and to confirm with how traditional ordinance standards will be applied to proposed developments on portions of the site that do not correspond to separate legally recognized and split parcels.

This Zoning Ordinance Text Amendment also includes an amendment increasing the Maximum Building Height from 30’ to 45’ for HT-1 and M-1 Uses without requiring the Planning Commission to provide a discretionary decision.

Introduction of Zoning Text Amendment 2020-Z-001; Rezoning Case No. 20-03-01; Summit place Overlay District Continued.

The Planning Commission reviewed this ordinance amendment at a Special Meeting on May 28, 2020 and resolved unanimously, to forward a favorable recommendation to the Township Board

Motion
If the Township Board concurs with the Planning Commission's favorable recommendation for this, a motion to "introduce" the cases should be made which would then provide for consideration of "final adoption" of the Text Amendments at your June 22, 2020 meeting.

Upon your review, if you have any questions or require further information, please contact this office.

STATE OF MICHIGAN
COUNTY OF OAKLAND
CHARTER TOWNSHIP OF WATERFORD
ORDINANCE NO. 2020-Z-001

TEXT AMENDMENT TO ZONING ORDINANCE

An Ordinance to amend the Waterford Township Zoning Ordinance No. 135-A ("Zoning Ordinance") Summit Place Overlay Zoning District text to clarify and limit permitted principal uses, clarify approval standards, and modify maximum building heights for certain uses.

THE CHARTER TOWNSHIP OF WATERFORD ORDAINS:

Section 1 of Ordinance

The Waterford Township Zoning Ordinance is amended by the following changes to the indicated subsections of Section 3-709, Summit Place Overlay Zoning District, in Division 3-7, Commercial Zoning Districts:

SECTION 3-709. SUMMIT PLACE OVERLAY ZONING DISTRICT

Subsection 3, Uses Allowed, is amended by changing the first introductory sentence and subsections A and D to read as follows:

3. Uses allowed. Subject to the exceptions and complying with all applicable conditions or requirements identified in this Section, the following uses shall be permitted principal uses in the District:

A. Permitted principal uses, permitted uses after wellhead compliance, and special approval uses that are listed in Sections 3-702, 3-703, 3-704, 3-705, 3-706, as allowed in the C-1, C-2, C-3, and C-4 Districts, except:

(1) Commercial outdoor storage establishments involving the outdoor storage of soil resources, landscaping materials, or landscaping vegetation (as defined under Commercial Bulk Vegetation and Soil Resource Establishments in Section 1-007), which are not allowed.

(2) In the underlying C-3 District, the following, which shall remain special approval uses:

a. Hospitals.
b. Veterinary hospitals.
c. Pawnshops and second-hand dealers in conformance with Section 2-602.

Introduction of Zoning Text Amendment 2020-Z-001; Rezoning Case No. 20-03-01; Summit place Overlay District Continued.

d. Substance abuse care centers and transitional medical care facilities.
e. Massage schools in conformance with Section 2-602.

(3) In the underlying C-4 District, the following which shall remain special approval uses:
a. Adult entertainment uses in conformance with Section 2- 601.
b. Massage parlors and massage schools in conformance with Section 2-602.
c. Halfway houses.
d. Home display courts.
e. Medium-scale wind energy systems.
f. Flea markets in conformance with Section 2-602.

D. The following permitted principal uses that are listed in Section 3-806 as allowed in the M-1 District.

(1) Freight handling facilities with direct access, including by an internal street in the District, to a major arterial street.

(2) Heavy equipment rental establishments that are conducted within the principal building and do not utilize outdoor display or storage of vehicles, machinery, or equipment.

(3) Outdoor storage as an accessory use for freight handling facilities permitted under subsection D (1), with no requirement that such storage be located to the rear of the principal building, but subject to the following:
(a) The outdoor storage is in trailers parked in designated trailer parking spaces or truck docks on the site.
(b) The outdoor storage is temporary, with stored items to be in the trailer that was or will be used to transport those items to or from the site.
(c) The outdoor storage shall not be located in a yard between the principal building for the use and Telegraph Road, Elizabeth Lake Road, Summit Drive, or an adjacent existing residential use.
(d) No truck shall be stored on the site for more than 15 consecutive days.

Subsection 7, Dimensional Standards, is amended by changing the Maximum Building Height for HT-1 and M-1 Uses in the Table in subsection A, from 30' to 45' and adding a new subsection F to read as follows:

F. Site plans shall include and show a metes and bounds legal description and size of the parcel of land proposed for use and development, which shall be considered the zoning lot for purposes of the standards in subsection A.

Subsection 8, Greenbelt and Landscaping Requirements, is amended to add new subsections E, F, and G to read as follows:

E. In addition to the Greenbelt Requirements in subsection A, a greenbelt five (5') feet in width shall be required along both sides of local streets. The width of any required sidewalk or nonmotorized pathway on the side of a local street shall not be included in determining compliance with this minimum greenbelt width.

F. As used in subsection A, property lines also refers to the lot lines of the zoning lot proposed for use and development as described in subsection 7.F.

Introduction of Zoning Text Amendment 2020-Z-001; Rezoning Case No. 20-03-01; Summit place Overlay District Continued.

G. For purposes of the greenbelts in subsection A for uses listed in the HT-1, HT-2, and M-1 Districts abutting a use which lacks screening approved under this Ordinance:

(1) Such a use includes vacant undeveloped land.

(2) The width of the greenbelt may be reduced to ten (10') feet here the screening proposed includes a fence wall and landscape plantings between the fence wall and property/zoning lot lines.

(3) For a greenbelt abutting vacant undeveloped land, the Planning Commission may allow the installation of the screening and landscaping approved for that greenbelt to be deferred until a site plan for development of the vacant land has been approved, and based on the use, screening and landscaping approved for that site plan, may modify the previously approved greenbelt screening and landscaping.

Subsection 9. Higher Intensity Use Standards, is amended by changing subsection B to read as follows:

B. Areas for loading/unloading, staging of trucks, trailers and equipment, or outdoor storage shall not be located in a yard adjacent to an existing residential use.

Section 2 of Ordinance

The effective date of this Ordinance shall be on the 8th day after publication, or a later date as provided in the Michigan Zoning Enabling Act for when a petition for voter referendum on this Ordinance and/or a notice of intent to submit such a petition is timely filed with the Township Clerk.

CERTIFICATION

I certify that this Zoning Ordinance Text Amendment was adopted by a majority vote of the members of the Board of Trustees of the Charter Township of Waterford at a meeting duly called and held on _____, 2020.

_____ _____

Date Kimberly Markee, Township Clerk

Moved by Joliat,
Seconded by Bartolotta, RESOLVED, to introduce Zoning Text Amendment 2020-Z-001; Rezoning Case No. 20-03-01; Summit Place Overlay District; furthermore, to place Text Amendment 2020-Z-001 for possible adoption at the June 22, 2020, regular Board of Trustees meeting. A roll call vote was taken.

Ayes: Wall, Markee, Birch, Bartolotta, Frasca, Joliat, and Thomas
Nays: None
Absent: None

Motion carried unanimously.

Mr. Jeffrey Polkowski, Superintendent of Planning and Zoning addressed the Board regarding the Zoning Text Amendment 2020-Z-001.

6. New Business

6.1 Resolution Allowing Temporary Use Due To COVID-19 States of Emergency, Orders, and Related Hardships

The following memo was received for Jeffrey Polkowski, Superintendent of Planning and Zoning.

Attached for your review and consideration, please find a proposed Resolution.

The intent of this Resolution is to provide relief to Waterford Township's business owners and their patrons due to the hardships imposed by the COVID-19 pandemic.

This Resolution would permit Restaurant Establishments to temporarily expand their dining areas and permit Personal Grooming Establishments, to provide personal services outside, once they are permitted to operate by the State of Michigan.

This would allow for a temporary 25-50% increase in table capacity for Restaurant Establishments. For example, a restaurant with 8 interior tables could request 2-4 additional tables outside, or a restaurant with an approved Special Use and Site Plan for 4 outdoor tables could temporarily request 1-2 additional tables outside.

Once Personal Grooming Establishments are permitted to operate by the State of Michigan, this Resolution would allow for them to temporarily operate outdoors at a 25%-50% capacity as well. For example, a barber shop with 8 chairs, would be allowed to erect a temporary tent and provide 1-4 chairs outside.

The Resolution would also allow for a temporary reduction of parking for these establishments, with the logic that there will be fewer patrons in attendance due to the State of Michigan Executive orders involving the COVID-19 pandemic. For example, a restaurant operating at 50% capacity, would only be required to temporarily provide 50% of their parking requirements. This temporary parking relief would allow business owners to establish their outdoor operations in temporarily underutilized parking spaces during the pandemic.

Both Restaurant Establishments and Personal Grooming Establishments must comply with the provisions of all current and future Executive Orders of the Governor regarding the reopening of the business, social distancing, protective clothing or equipment, party size, occupancy requirements, and any other applicable standards, conditions, or requirements.

Business owners are to obtain an application and fee requirements from the Development Services Department. Once a complete set of application materials is received, the Zoning Official shall conduct a review to ensure compliance and shall approve an application that meets all standards, conditions, and requirements for a time period that does not extend beyond the expiration of this Resolution. Temporary expansion of Restaurant Establishment's dining area and Personal Grooming Establishment outdoor stations would be permitted April-October within a calendar year. Applicants would need to re-apply annually, should the pandemic continue.

Upon your review, if you have any questions or require further information, please contact this office.

CHARTER TOWNSHIP OF WATERFORD
OAKLAND COUNTY, MICHIGAN

RESOLUTION ALLOWING TEMPORARY USES DUE TO COVID-19 STATES OF EMERGENCY, ORDERS, AND RELATED HARDSHIPS

RECITALS:

Resolution Allowing Temporary Use Due To COVID-19 States of Emergency, Orders, and Related Hardships Continued.

A. On March 23, 2020, the Board of Trustees declared that there was a Local State of Emergency in the Township due to the coronavirus, COVID-19 State of Emergency already declared by the President of the United States, Governor of the State of Michigan, Oakland County Executive, and Township Supervisor.

B. The Executive Orders that have been and are expected to be issued by the Governor directed the closure and allowed or will allow the reopening of various businesses including restaurants and personal grooming establishments.

C. In adopting this Resolution, the Board of Trustees intends and is attempting to assist restaurants and personal grooming establishments (haircuts, basic hair grooming services, manicures, pedicures, etc.) in reopening for business by permitting restaurants to temporarily expand their dining areas and personal grooming establishments to provide services in outdoor areas as a means to help them deal with the hardships imposed by the COVID-19 pandemic.

IT IS THEREFORE RESOLVED that during the period this Resolution is in effect, Restaurants and Personal Grooming Establishments may provide services in outdoor areas subject to and only in compliance with the following standards and procedures:

1. Must comply with the provisions of all current and future Executive Orders of the Governor regarding the reopening of the business, social distancing, protective clothing or equipment, party size, occupancy requirements, and any other applicable standards, conditions, or requirements.

2. Provisions contained herein would allow for:
    a. 25-50% increase in table capacity for Restaurant Establishments
    b. 25-50% increase in chair/station capacity for Personal Grooming Establishments
    c. 25-50% reduction in parking requirements for both Restaurant Establishments and Personal Grooming Establishments

3. Standards for Temporary Approval for outdoor dining spaces for Restaurant Establishments and outdoor stations for Personal Grooming Establishments include:

    a. Temporary expansion of Restaurant Establishment's dining area and Personal Grooming Establishment outdoor stations would be permitted April-October within a calendar year. Applicants would need to re-apply annually.

    b. These uses must be operational in conjunction with an interior business of the same function and on the same property

    c. To be located outside of the establishment on designated hard surfaced or parking areas.

    d. Business must possess a valid Certificate of Occupancy and any required Business License at the time of application.

    e. Applicant must obtain permission from property owner and must verify, in writing, the current number of tables or chairs/stations to determine number of exterior tables or chairs/stations permitted.

    f. Unless otherwise specified by the State of Michigan, tables, chairs, and grooming stations must be placed so that patrons are at minimum 6 feet away from other patrons.

Resolution Allowing Temporary Use Due To COVID-19 States of Emergency, Orders, and Related Hardships Continued.

g. Must comply with all applicable Fire Department and Code regulations and requirements, including approval for outdoor tents, to ensure Fire Department access is not impeded.

h. Must comply with all State and County Department of Health regulations.

i. Must comply with the Michigan Building Code.

j. Any tents or canopies must be securely anchored down and obtain the appropriate permits from the Fire and Development Services Departments.

k. Outdoor seating must not impede or otherwise impact ingress or egress to any buildings or the property. Seating areas and pathways must also comply with State of Michigan Barrier-Free and Federal ADA requirements.

l. The outdoor dining space or personal service station must be separated from sidewalks and driveways. If tables or chair/stations are located within a parking space or area, a substantial, temporary physical barrier must be placed separating the dining from the remaining parking in a manner that keeps patrons safe from traffic. Temporary physical barriers may include, but are not limited to, wheel chocks, planter boxes, decorative fencing, platforms, etc., or a combination thereof.

m. Temporary outdoor uses cannot occupy existing required vegetative buffers or open space.

n. All temporary outdoor dining areas and personal service stations must be maintained in a clean and orderly manner.

o. No outdoor seating may occupy any portion of public sidewalk or right-of-way.

p. Hours of operation would be consistent with the current hours of operation with the existing business (unless restricted further by State Executive orders).

q. Any nuisances (including, but not limited to, noise, parking issues, etc.) that arise from Temporary Approvals must be mitigated by the applicant and/or property owner to eliminate all negative impacts on surrounding properties. Failure to do so could result in revocation of Temporary Approval, in which case all exterior appurtenances are required to be removed within 7 days of revocation.

4. Submission and review Process:

a. The applicant(s) obtains an application and plan review and fee requirements from the office of the Zoning Official.

b. The applicant(s) submits the fee; completed application forms, including a written statement describing the requested temporary use, the start- and end-dates of the event, a written description of traffic/parking management, waste disposal, security, and similar measures to minimize any negative land use impacts; a copy of the existing approved final site plan or plot plan for applicant(s)s where no final site plan exists for the subject zoning lot; and related documentation in the quantity specified by the Zoning Official.

Resolution Allowing Temporary Use Due To COVID-19 States of Emergency, Orders, and Related Hardships Continued.

c. The Zoning Official's clerical staff reviews submittal for completeness. It shall be the responsibility of the applicant(s) to ensure that they submit a complete application package in accordance with the requirements established by the Zoning Official. No progress beyond this step will occur until the applicant(s) fully complies with the application submittal requirements.

d. Once a complete set of application materials is received, the Zoning Official shall conduct a review to ensure compliance with this Resolution.

e. The Zoning Official shall notify the applicant(s) of any revisions required to for the application to be approved. The applicant(s) shall be responsible for making those revisions.

f. The Zoning Official shall approve an application that meets all standards, conditions, and requirements of this Resolution for a time period that does not extend beyond the expiration of this Resolution.

5. This Resolution shall be in effect from its adoption through October 31, 2020, after which any approvals under this Resolution shall expire. By subsequent Resolution, the Board of Trustees may extend the period this Resolution is in effect.

CERTIFICATION

I hereby certify that this Resolution was adopted by the Charter Township of Waterford Board of Trustees at a regular meeting on June 8, 2020.

Charter Township of Waterford

_____ _____

Date Kimberly F. Markee, Township Clerk

The Board thanked Mr. Polkowski for bringing this to the Board.

Moved by Joliat,
Seconded by Bartolotta, RESOLVED, to adopt the Resolution Allowing Temporary Uses due to Covid-19 States of Emergency, Orders, and Related Hardships. A roll call vote was taken.

Ayes: Wall, Markee, Birch, Bartolotta, Frasca, Joliat, and Thomas
Nays: None
Absent: None

Motion carried unanimously.

6.2 **Resolution Approving Waterford Youth Assistance Election Results**

Clerk Markee read the following Resolution.

RESOLUTION
CHARTER TOWNSHIP OF WATERFORD
APPROVING WATERFORD YOUTH ASSISTANCE
ELECTION RESULTS

WHEREAS, the Waterford Youth Assistance program in the Charter Township of Waterford is augmented by contributions from the Charter Township of Waterford, the Waterford School District and Oakland County Probate Court/Circuit Court – Family Division which permits operation of an office with casework staff and

WHEREAS, the efforts of numerous citizen volunteers provide significant service to the youth of the Charter Township of Waterford and Waterford School District in projects promoting the prevention of juvenile delinquency, child neglect and child abuse.

NOW, THEREFORE, BE IT RESOLVED, that the Waterford Township Board of Trustees does hereby approve and support the Waterford Youth Assistance Executive Board election results being:

Megan Dennis, Vice President

Gloria Jensenius, Corresponding and Recording Secretary

CERTIFICATION

I hereby certify that this Resolution was adopted by the Charter Township of Waterford Board of Trustees at a regular meeting of the Board on June 8, 2020.

Charter Township of Waterford

_____ _____
Date Kim Markee, Township Clerk

Moved by Frasca,
Seconded by Birch, RESOLVED, to adopt the Resolution Approving Waterford Youth Assistance Election Results. A roll call vote was taken.

Ayes: Wall, Markee, Birch, Bartolotta, Frasca, Joliat, and Thomas
Nays: None
Absent: None

Motion carried unanimously.

6.3 **Public Comments Limited to Three (3) Minutes per Topic**

Clerk Markee announced to unmute your phone press *6.

Marilyn Brennan,

Ms. Brennan addressed the Board regarding a neighbor dispute. Ms. Brennan stated that no one will help her with her on going neighbor dispute.

Township Attorney Dovre stated that Ms. Brennan's concerns have already been submitted to the Police, and/or prosecuting officials. In his opinion there is nothing that the Board could or should do in response to the comments other than what the Supervisor has done. It appears that she does not own the land which could be why there has been no prosecution.

Supervisor Wall stated that Ms. Brennan called into the Board Meeting on April 27th and inquired if the Board received the e-mail that was sent to Chief Underwood related to her concerns. The Board replied, "Yes". Supervisor Wall stated that he has done everything he's able to do.

Chief Underwood stated that Ms. Brennan's claims are inaccurate. The property and the issues around it are a civil matter. She was advised to contact the home owner's association and if they were unable to assist she would need to contact an attorney. Since August 2019, the WTPD has responded to her home, or her neighbor's home, 30 times.

Mark Monohon

Mr. Monohon inquired about the former Summit Place Mall Property and if traffic studies have been performed. Supervisor Wall stated typically this is public comment not Q&A. He stated that traffic studies will be completed before construction may commence. Mr. Monohon apologized and thanked Supervisor Wall for the information. He stated he didn't have the documents, at that time, to ask during the Planning Commission meeting.

Ms. Brennan attempted to respond to Chief Underwood's comments and was advised that public comments were limited to three (3) minute per speaker.

ADJOURNMENT

Moved by Bartolotta,
Seconded by Birch, RESOLVED, to adjourn the meeting at 6:42 p.m. A roll call vote was taken.

Ayes: Wall, Markee, Birch, Bartolotta, Frasca, Joliat, and Thomas
Nays: None
Absent: None

Motion carried unanimously.

_____
Kim Markee, Clerk

_____
Gary Wall, Supervisor

FOR CASH ACCOUNT: 70000 01000 FOR: Uncleared

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289695	06/02/2020	PRINTED	013418	AJAX MATERIALS CORP	2,984.10			
289696	06/02/2020	PRINTED	013685	APPLIED IMAGING	84.93			
289697	06/02/2020	PRINTED	013764	SANDRA ASPINALL	662.68			
289698	06/02/2020	PRINTED	021079	BAKER & TAYLOR BOOKS	63.13			
289699	06/02/2020	PRINTED	023486	BLESSING'S IN A BACKPACK-	2,000.00			
289700	06/02/2020	PRINTED	023602	BOUND TREE MEDICAL LLC	1,539.75			
289701	06/02/2020	PRINTED	041192	CDW GOVERNMENT INC	116.55			
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289703	06/02/2020	PRINTED	043364	AT&T MOBILITY	68.98			
289704	06/02/2020	PRINTED	043626	CONSUMERS ENERGY	6,834.99			
289705	06/02/2020	PRINTED	043836	CUMMINS BRIDGEWAY LLC	2,038.70			
289706	06/02/2020	PRINTED	044062	CONTROLNET, LLC	1,170.00			
289707	06/02/2020	PRINTED	053253	DTE ENERGY	35,735.61			
289708	06/02/2020	PRINTED	053389	LUNGHAMER GMC INC	50.20			
289709	06/02/2020	PRINTED	053867	DUBOIS CHEMICALS INC	250.00			
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289711	06/02/2020	PRINTED	091835	GUNNERS METERS & PARTS IN	300.00			
289712	06/02/2020	PRINTED	093592	GOVERNMENT FINANCE OFFICE	595.00			
289713	06/02/2020	PRINTED	093594	GOOSE BUSTERS	220.00			
289714	06/02/2020	PRINTED	093705	GRAINGER	67.23			
289715	06/02/2020	PRINTED	093863	GREAT LAKES WATER AUTHORI	2,957.26			
289716	06/02/2020	PRINTED	101950	HYDRO CORP	7,132.00			
289717	06/02/2020	PRINTED	103015	HAGOPIAN CLEANING SERVICE	2,440.00			
289718	06/02/2020	PRINTED	103018	DERWOOD HAINES JR	300.00			
289719	06/02/2020	PRINTED	113491	IMPRESSIVE PRINTING & PRO	30.00			
289720	06/02/2020	PRINTED	113542	INGRAM LIBRARY SERVICES	64.08			
289721	06/02/2020	PRINTED	121003	POWER PLAN	31.90			
289722	06/02/2020	PRINTED	121011	J&B MEDICAL SUPPLY	127.02			
289723	06/02/2020	PRINTED	121135	JC WATER TREATMENT INC	433.50			
289724	06/02/2020	PRINTED	153240	LESLIE TIRE	30.00			
289725	06/02/2020	PRINTED	153367	LIBRARY NETWORK, THE	15.05			
289726	06/02/2020	PRINTED	161014	MI MUNICIPAL RISK MGMNT	16,038.90			
289727	06/02/2020	PRINTED	163095	MAZZA AUTO PARTS INC	955.04			
289728	06/02/2020	PRINTED	163243	MEALS ON WHEELS	2,000.00			
289729	06/02/2020	PRINTED	163282	MEDMUTUAL LIFE	4,937.75			
289730	06/02/2020	PRINTED	163447	STATE OF MICHIGAN	6,021.74			
289731	06/02/2020	PRINTED	163508	FERGUSON WATERWORKS #3386	1,439.80			
289732	06/02/2020	PRINTED	183578	NORTH ELECTRIC SUPPLY CO	34.66			
289733	06/02/2020	PRINTED	183952	NYE UNIFORM COMPANY	328.13			
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289735	06/02/2020	PRINTED	193663	OPTO SOLUTIONS	910.65			
289736	06/02/2020	PRINTED	193668	OPEN DOOR OUTREACH CENTER	2,000.00			
289737	06/02/2020	PRINTED	204460	OAKLAND COUNTY BAR ASSOCI	520.00			
289738	06/02/2020	PRINTED	204910	OAKLAND CNTY TREASURERS O	2,439.32			
289739	06/02/2020	PRINTED	213274	PEERLESS MIDWEST INC	73,416.21			
289740	06/02/2020	PRINTED	213403	PIPELINE MANAGEMENT COMPA	19,463.28			
289741	06/02/2020	PRINTED	225146	SHEILA DENNY-FONG	8.00			
289742	06/02/2020	PRINTED	225212	ALICE WINSLOW	25.00			
289743	06/02/2020	PRINTED	225417	BARBARA THOMAS	80.00			
289744	06/02/2020	PRINTED	226771	JUDITH BENSCOTER	80.00			
289745	06/02/2020	PRINTED	226836	RON KORTHAUS	25.00			

FOR CASH ACCOUNT: 70000 01000 FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR	NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
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289748	06/02/2020	PRINTED	227015	ROSE MARIE CHERRY	80.00			
289749	06/02/2020	PRINTED	227068	LISA CAMPBELL	500.00			
289750	06/02/2020	PRINTED	227546	GORDON BRIGGS	62.00			
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289755	06/02/2020	PRINTED	227722	CHRISTIE ASAM	65.00			
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289759	06/02/2020	PRINTED	243040	PENGUIN RANDOM HOUSE LLC	114.00			
289760	06/02/2020	PRINTED	243206	RECORDED BOOKS LLC	872.19			
289761	06/02/2020	PRINTED	251035	SAMS CLUB DIRECT	1,512.76			
289762	06/02/2020	PRINTED	251234	SECREST WARDLE LYNCH HAMP	25,000.00			
289763	06/02/2020	PRINTED	253662	SPARTAN DISTRIBUTORS INC	470.70			
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289765	06/02/2020	PRINTED	271762	U.S. POSTMASTER (POSTAGE-	5,000.00			
289766	06/02/2020	PRINTED	271764	U S POSTMASTER	240.00			
289767	06/02/2020	PRINTED	271764	U S POSTMASTER	500.00			
289768	06/02/2020	PRINTED	273533	UNIFIRST CORP	409.62			
289769	06/02/2020	PRINTED	274551	UNIVERSAL LIFT PARTS, INC	1,036.29			
289770	06/02/2020	PRINTED	283243	AMERICAN MESSAGING	325.60			
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289772	06/02/2020	PRINTED	291365	PRAXAIR DISTRIBUTION INC	33.69			
289773	06/02/2020	PRINTED	291365	PRAXAIR DISTRIBUTION INC	153.86			
289774	06/02/2020	PRINTED	293044	WATERFORD YOUTH ASSISTANC	2,000.00			
289775	06/02/2020	PRINTED	293079	WATER LANDSCAPES LLC	250.00			
289776	06/02/2020	PRINTED	293110	WATERWAY OF MICHIGAN, LLC	1,631.00			
289777	06/02/2020	PRINTED	293605	WORLDWIDE INTERPRETERS IN	340.00			
289778	06/02/2020	PRINTED	304960	WATERFORD COALITION FOR Y	2,000.00			
289779	06/02/2020	PRINTED	500483	CSG FORTE PAYMENTS	2,480.00			
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KMacunch
6-2-2020

Advance Checks Already Mailed.
May 27 -> June 3

FOR CASH ACCOUNT: 70000 01000 FOR: Uncleared

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289704	06/02/2020	PRINTED	043626	CONSUMERS ENERGY	6,834.99			
289705	06/02/2020	PRINTED	043836	CUMMINS BRIDGEWAY LLC	2,038.70			
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289707	06/02/2020	PRINTED	053253	DTE ENERGY	35,735.61			
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289709	06/02/2020	PRINTED	053867	DUBOIS CHEMICALS INC	250.00			
289710	06/02/2020	PRINTED	064008	ELECTRONIC MONITORING SYS	340.00			
289711	06/02/2020	PRINTED	091835	GUNNERS METERS & PARTS IN	300.00			
289712	06/02/2020	PRINTED	093592	GOVERNMENT FINANCE OFFICE	595.00			
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289715	06/02/2020	PRINTED	093863	GREAT LAKES WATER AUTHORI	2,957.26			
289716	06/02/2020	PRINTED	101950	HYDRO CORP	7,132.00			
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289720	06/02/2020	PRINTED	113542	INGRAM LIBRARY SERVICES	64.08			
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289722	06/02/2020	PRINTED	121011	J&B MEDICAL SUPPLY	127.02			
289723	06/02/2020	PRINTED	121135	JC WATER TREATMENT INC	433.50			
289724	06/02/2020	PRINTED	153240	LESLIE TIRE	30.00			
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289728	06/02/2020	PRINTED	163243	MEALS ON WHEELS	2,000.00			
289729	06/02/2020	PRINTED	163282	MEDMUTUAL LIFE	4,937.75			
289730	06/02/2020	PRINTED	163447	STATE OF MICHIGAN	6,021.74			
289731	06/02/2020	PRINTED	163508	FERGUSON WATERWORKS #3386	1,439.80			
289732	06/02/2020	PRINTED	183578	NORTH ELECTRIC SUPPLY CO	34.66			
289733	06/02/2020	PRINTED	183952	NYE UNIFORM COMPANY	328.13			
289734	06/02/2020	PRINTED	193293	OGLETREE,DEAKINS,NASH,SMO	252.00			
289735	06/02/2020	PRINTED	193663	OPTO SOLUTIONS	910.65			
289736	06/02/2020	PRINTED	193668	OPEN DOOR OUTREACH CENTER	2,000.00			
289737	06/02/2020	PRINTED	204460	OAKLAND COUNTY BAR ASSOCI	520.00			
289738	06/02/2020	PRINTED	204910	OAKLAND CNTY TREASURERS O	2,439.32			
289739	06/02/2020	PRINTED	213274	PEERLESS MIDWEST INC	73,416.21			
289740	06/02/2020	PRINTED	213403	PIPELINE MANAGEMENT COMPA	19,463.28			
289741	06/02/2020	PRINTED	225146	SHEILA DENNY-FONG	8.00			
289742	06/02/2020	PRINTED	225212	ALICE WINSLOW	25.00			
289743	06/02/2020	PRINTED	225417	BARBARA THOMAS	80.00			
289744	06/02/2020	PRINTED	226771	JUDITH BENSCOTER	80.00			
289745	06/02/2020	PRINTED	226836	RON KORTHAUS	25.00			

FOR CASH ACCOUNT: 70000 01000 FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR	NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
289746	06/02/2020	PRINTED	226954	LYNDA ZECHAR	62.00			
289747	06/02/2020	PRINTED	226980	NEAL NICOL	190.00			
289748	06/02/2020	PRINTED	227015	ROSE MARIE CHERRY	80.00			
289749	06/02/2020	PRINTED	227068	LISA CAMPBELL	500.00			
289750	06/02/2020	PRINTED	227546	GORDON BRIGGS	62.00			
289751	06/02/2020	PRINTED	227614	MARTIN BATES	72.00			
289752	06/02/2020	PRINTED	227685	KATHRYN ASPINALL	65.00			
289753	06/02/2020	PRINTED	227707	JUDY TOLBERT	80.00			
289754	06/02/2020	PRINTED	227721	KRISTI TWORK	6.00			
289755	06/02/2020	PRINTED	227722	CHRISTIE ASAM	65.00			
289756	06/02/2020	PRINTED	227723	CHARRAY HERZOG	28.00			
289757	06/02/2020	PRINTED	227724	BILL KISTLER	124.00			
289758	06/02/2020	PRINTED	233839	QUALITY FIRST AID AND SAF	251.64			
289759	06/02/2020	PRINTED	243040	PENGUIN RANDOM HOUSE LLC	114.00			
289760	06/02/2020	PRINTED	243206	RECORDED BOOKS LLC	872.19			
289761	06/02/2020	PRINTED	251035	SAMS CLUB DIRECT	1,512.76			
289762	06/02/2020	PRINTED	251234	SECREST WARDLE LYNCH HAMP	25,000.00			
289763	06/02/2020	PRINTED	253662	SPARTAN DISTRIBUTORS INC	470.70			
289764	06/02/2020	PRINTED	263255	TESTAMERICA LABORATORIES	525.80			
289765	06/02/2020	PRINTED	271762	U.S. POSTMASTER (POSTAGE-	5,000.00			
289766	06/02/2020	PRINTED	271764	U S POSTMASTER	240.00			
289767	06/02/2020	PRINTED	271764	U S POSTMASTER	500.00			
289768	06/02/2020	PRINTED	273533	UNIFIRST CORP	409.62			
289769	06/02/2020	PRINTED	274551	UNIVERSAL LIFT PARTS, INC	1,036.29			
289770	06/02/2020	PRINTED	283243	AMERICAN MESSAGING	325.60			
289771	06/02/2020	PRINTED	283247	VESCO OIL CORP	1,297.95			
289772	06/02/2020	PRINTED	291365	PRAXAIR DISTRIBUTION INC	33.69			
289773	06/02/2020	PRINTED	291365	PRAXAIR DISTRIBUTION INC	153.86			
289774	06/02/2020	PRINTED	293044	WATERFORD YOUTH ASSISTANC	2,000.00			
289775	06/02/2020	PRINTED	293079	WATER LANDSCAPES LLC	250.00			
289776	06/02/2020	PRINTED	293110	WATERWAY OF MICHIGAN, LLC	1,631.00			
289777	06/02/2020	PRINTED	293605	WORLDWIDE INTERPRETERS IN	340.00			
289778	06/02/2020	PRINTED	304960	WATERFORD COALITION FOR Y	2,000.00			
289779	06/02/2020	PRINTED	500483	CSG FORTE PAYMENTS	2,480.00			
			86 CHECKS	CASH ACCOUNT TOTAL	247,928.72	.00		

Advance Checks Mailed Already.
June 9 → June 17

FOR CASH ACCOUNT: 70000 01000 FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR	NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
289780	06/09/2020	PRINTED	013685	APPLIED IMAGING	1,989.00			
289781	06/09/2020	PRINTED	021093	BSB COMMUNICATIONS, INC	554.70			
289782	06/09/2020	PRINTED	021380	BILLS PLBG & SEWER SERV I	228.00			
289783	06/09/2020	PRINTED	031117	PROBUILT CUSTOM BUILDING	400.00			
289784	06/09/2020	PRINTED	031635	PMG CONTRACTING	800.00			
289785	06/09/2020	PRINTED	032155	SMJ INTERNATIONAL	600.00			
289786	06/09/2020	PRINTED	032265	VERIZON WIRELESS	600.00			
289787	06/09/2020	PRINTED	032756	ALL RENOVATIONS COMPANY L	100.00			
289788	06/09/2020	PRINTED	032957	SHERI KENRICK	100.00			
289789	06/09/2020	PRINTED	032958	PATRICK MOLLOHAN	100.00			
289790	06/09/2020	PRINTED	032959	ANTHONY DEVELOPMENT CORP	600.00			
289791	06/09/2020	PRINTED	032960	SPRING BROOKS HOMES	200.00			
289792	06/09/2020	PRINTED	032961	GOLD STAR PROPERTY RESTOR	100.00			
289793	06/09/2020	PRINTED	032962	TODD J KURZ	100.00			
289794	06/09/2020	PRINTED	041192	CDW GOVERNMENT INC	10,903.82			
289795	06/09/2020	PRINTED	041495	CMP DISTRIBUTORS INC	2,544.95			
289796	06/09/2020	PRINTED	043134	CAMBRIDGE CONSULTING GROU	634.00			
289797	06/09/2020	PRINTED	043381	CITY OF PONTIAC	1,461.67			
289798	06/09/2020	PRINTED	043582	COMPREHENSIVE RISK SERV I	14,000.00			
289799	06/09/2020	PRINTED	043604	CONTRACTORS CONNECTION	475.00			
289800	06/09/2020	PRINTED	043626	CONSUMERS ENERGY	1,196.03			
289801	06/09/2020	PRINTED	043836	CUMMINS BRIDGEWAY LLC	20,200.00			
289802	06/09/2020	PRINTED	043904	COMERICA COMMERCIAL CARD	693.59			
289803	06/09/2020	PRINTED	044093	CONWAY SHIELD	2,852.26			
289804	06/09/2020	PRINTED	044220	CHASE CARD SERVICES	513.08			
289805	06/09/2020	PRINTED	051006	DE-CAL INC	23,600.00			
289806	06/09/2020	PRINTED	051445	DLZ MICHIGAN, INC	49,832.30			
289807	06/09/2020	PRINTED	053253	DTE ENERGY	5,206.01			
289808	06/09/2020	PRINTED	053580	DOORS OF PONTIAC	959.00			
289809	06/09/2020	PRINTED	073344	LINDA HARDACRE	111.15			
289810	06/09/2020	PRINTED	073635	JERALD PETER	100.00			
289811	06/09/2020	PRINTED	091835	GUNNERS METERS & PARTS IN	200.00			
289812	06/09/2020	PRINTED	093015	GALCO INDUSTRIAL ELECTRON	4,492.75			
289813	06/09/2020	PRINTED	093026	RICHARD GALAT	715.00			
289814	06/09/2020	PRINTED	093451	GLOBAL OFFICE SOLUTIONS	6,569.22			
289815	06/09/2020	PRINTED	093594	GOOSE BUSTERS	455.00			
289816	06/09/2020	PRINTED	093609	TRI-STAR ROOFING & SHEET	2,100.00			
289817	06/09/2020	PRINTED	093702	JUDITH GRACEY	600.00			
289818	06/09/2020	PRINTED	093705	GRAINGER	552.53			
289819	06/09/2020	PRINTED	093823	GREEN MEADOWS LAWNSCAPE,	31,100.00			
289820	06/09/2020	PRINTED	093833	GUARDIAN PLUMBING & HEATI	174.00			
289821	06/09/2020	PRINTED	101576	HODGES FARM EQUIPMENT INC	8,500.00			
289822	06/09/2020	PRINTED	103018	DERWOOD HAINES JR	300.00			
289823	06/09/2020	PRINTED	103143	HALLAHAN & ASSOCIATES, PC	728.50			
289824	06/09/2020	PRINTED	103584	JOHN H HOLMES	275.00			
289825	06/09/2020	PRINTED	113491	IMPRESSIVE PRINTING & PRO	756.00			
289826	06/09/2020	PRINTED	113551	NICHOLS PAPER & SUPPLY CO	924.10			
289827	06/09/2020	PRINTED	121011	J&B MEDICAL SUPPLY	117.00			
289828	06/09/2020	PRINTED	121016	JB CONTRACTORS, INC	35,172.28			
289829	06/09/2020	PRINTED	121135	JC WATER TREATMENT INC	68.00			
289830	06/09/2020	PRINTED	151011	LTM AUTO TRUCK AND TRAILE	3,423.77			
289831	06/09/2020	PRINTED	153044	LAMOTTE CO	498.84			

FOR CASH ACCOUNT: 70000 01000 FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR	NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
289832	06/09/2020	PRINTED	174280	MICHIGAN FIRE INSP SOCIET	175.00			
289833	06/09/2020	PRINTED	174478	STATE OF MICHIGAN	100.00			
289834	06/09/2020	PRINTED	183269	SPRINT SOLUTIONS	9.30			
289835	06/09/2020	PRINTED	183578	NORTH ELECTRIC SUPPLY CO	205.20			
289836	06/09/2020	PRINTED	183952	NYE UNIFORM COMPANY	853.45			
289837	06/09/2020	PRINTED	193273	OFFICE DEPOT	477.35			
289838	06/09/2020	PRINTED	204665	OAKLAND COUNTY TREASURER	813,958.63			
289839	06/09/2020	PRINTED	213211	PERCEPTIVE CONTROLS INC	693.00			
289840	06/09/2020	PRINTED	213366	PITNEY BOWES RESERVE ACCO	1,500.00			
289841	06/09/2020	PRINTED	213403	PIPELINE MANAGEMENT COMPA	12,544.12			
289842	06/09/2020	PRINTED	213714	PRINTING SYSTEMS INC	10,378.88			
289843	06/09/2020	PRINTED	213767	POLICE ONE	4,760.00			
289844	06/09/2020	PRINTED	224390	KATHY HOUCK	175.00			
289845	06/09/2020	PRINTED	224933	ELAINE LOVSE	45.00			
289846	06/09/2020	PRINTED	225417	BARBARA THOMAS	45.00			
289847	06/09/2020	PRINTED	226771	JUDITH BENSCOTER	45.00			
289848	06/09/2020	PRINTED	226954	LYNDA ZECHAR	95.00			
289849	06/09/2020	PRINTED	227015	ROSE MARIE CHERRY	45.00			
289850	06/09/2020	PRINTED	227546	GORDON BRIGGS	45.00			
289851	06/09/2020	PRINTED	227601	NORTH OAKS CORVETTE CLUB	60.00			
289852	06/09/2020	PRINTED	227725	DUANE KIMEY	80.00			
289853	06/09/2020	PRINTED	241008	RKA PETROLEUM COMPANIES,	7,903.43			
289854	06/09/2020	PRINTED	243296	RECORD AUTOMATIC DOORS, I	219.50			
289855	06/09/2020	PRINTED	253293	HOWARD L SHIFMAN, P.C.	10,000.00			
289856	06/09/2020	PRINTED	253308	BRANDY SHORT	450.00			
289857	06/09/2020	PRINTED	253512	SMART START MICHIGAN	2,072.00			
289858	06/09/2020	PRINTED	253665	SPECTRUM PRINTERS INC	2,285.35			
289859	06/09/2020	PRINTED	254845	BRADLEY STOUT	400.00			
289860	06/09/2020	PRINTED	254868	ERICA STACHOWIAK	563.03			
289861	06/09/2020	PRINTED	263582	THOMSON REUTERS-WEST	427.81			
289862	06/09/2020	PRINTED	271016	US BANK EQUIPMENT FINANCE	125.82			
289863	06/09/2020	PRINTED	271536	UPS STORE	23.53			
289864	06/09/2020	PRINTED	273533	UNIFIRST CORP	819.24			
289865	06/09/2020	PRINTED	273578	UNION SERVICES AGENCY	679.00			
289866	06/09/2020	PRINTED	283242	VERIZON WIRELESS	877.84			
289867	06/09/2020	PRINTED	283247	VESCO OIL CORP	872.75			
289868	06/09/2020	PRINTED	291365	PRAXAIR DISTRIBUTION INC	119.47			
289869	06/09/2020	PRINTED	291365	PRAXAIR DISTRIBUTION INC	359.93			
289874	06/09/2020	PRINTED	293348	WHITLOCK BUSINESS SYSTEMS	4,015.22			
289875	06/09/2020	PRINTED	293355	WILBUR WHITE JR	239.10			
289876	06/09/2020	PRINTED	293426	STACY WILLIAMS	178.22			
289877	06/09/2020	PRINTED	315233	DAVID SMITH	6.91			
289878	06/09/2020	PRINTED	315234	STEVEN YANGS	9.66			
289879	06/09/2020	PRINTED	315235	TAMMY CISCHKE	8.44			
289880	06/09/2020	PRINTED	315236	SHELDON BITTERMAN	8.44			
289881	06/09/2020	PRINTED	315237	PIPER VIERIG	10.27			
289882	06/09/2020	PRINTED	315238	BRUCE FLETCHER	9.05			
289883	06/09/2020	PRINTED	315239	MOLLY KENNERK	9.35			
289884	06/09/2020	PRINTED	315240	JOHN KENNERK	9.35			
289885	06/09/2020	PRINTED	315241	KIMBERLY WADE	6.91			
289886	06/09/2020	PRINTED	315242	GUY MCDONALD	13.32			
289887	06/09/2020	PRINTED	315243	ANNETTE DURANTE	9.05			

289870 may have been mailed to Whitlock - no copy of spoiled check in Treas. office

— 289870-7 289873 Spoiled Jam in printer.

FOR CASH ACCOUNT: 70000 01000 FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
289888	06/09/2020	PRINTED	315244 STEVEN LOMASON	25.52			
289889	06/09/2020	PRINTED	315245 TIMOTHY ZOGRAFOS	8.44			
289890	06/09/2020	PRINTED	315246 KACLARENCE HAYNES	9.05			
289891	06/09/2020	PRINTED	500246 MI MED INC	639.50			
289892	06/09/2020	PRINTED	500483 CSG FORTE PAYMENTS	985.00			
		109 CHECKS	CASH ACCOUNT TOTAL	1,120,165.98	.00		

K Clement 6-9-2020

FOR CASH ACCOUNT: 70000 01000 FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR	NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
289893	06/17/2020	PRINTED	011015	TRACTION	423.01			
289894	06/17/2020	PRINTED	011021	ADI	462.99			
289895	06/17/2020	PRINTED	011730	ARROW PRINTING	282.40			
289896	06/17/2020	PRINTED	013198	ADVANCED DISPOSAL	2,182.44			
289897	06/17/2020	PRINTED	013801	AT&T	222.05			
289898	06/17/2020	PRINTED	013803	LINDA ATKINS	123.74			
289899	06/17/2020	PRINTED	021093	BSB COMMUNICATIONS, INC	5,252.15			
289900	06/17/2020	PRINTED	023488	BLUE CROSS BLUE SHIELD OF	241,728.74			
289901	06/17/2020	PRINTED	023600	JOHN BOWMAN CHEVROLET INC	305.62			
289902	06/17/2020	PRINTED	023602	BOUND TREE MEDICAL LLC	247.80			
289903	06/17/2020	PRINTED	023872	BUSSARD APPL PARTS INC	25.77			
289904	06/17/2020	PRINTED	041192	CDW GOVERNMENT INC	386.65			
289905	06/17/2020	PRINTED	041460	CLYDES FRAME & WHEEL SERV	414.34			
289906	06/17/2020	PRINTED	043626	CONSUMERS ENERGY	213.13			
289907	06/17/2020	PRINTED	053253	DTE ENERGY	13,323.18			
289908	06/17/2020	PRINTED	053612	DOVER & COMPANY, LLC	471.20			
289909	06/17/2020	PRINTED	083466	FLEX ADMINISTRATORS INC	651.00			
289910	06/17/2020	PRINTED	083580	FORSTER BROTHERS	85.00			
289911	06/17/2020	PRINTED	093061	JORDAN GALFORD	135.41			
289912	06/17/2020	PRINTED	093451	GLOBAL OFFICE SOLUTIONS	3,154.28			
289913	06/17/2020	PRINTED	093705	GRAINGER	15.25			
289914	06/17/2020	PRINTED	103584	JOHN H HOLMES	650.00			
289915	06/17/2020	PRINTED	113701	IRON MOUNTAIN	307.89			
289916	06/17/2020	PRINTED	143218	KEEP MICHIGAN BEAUTIFUL I	25.00			
289917	06/17/2020	PRINTED	143707	KRONOS SAASHR, INC	608.97			
289918	06/17/2020	PRINTED	153068	OSCAR W LARSON CO	200.00			
289919	06/17/2020	PRINTED	163107	MADISON GENERATOR SERVICE	289.95			
289920	06/17/2020	PRINTED	163139	DEBORAH H MCKELVY	600.00			
289921	06/17/2020	PRINTED	163489	DAVE MILLER LLC	166.00			
289922	06/17/2020	PRINTED	174433	STATE OF MICHIGAN	730.00			
289923	06/17/2020	PRINTED	174636	STATE OF MICHIGAN	3,057.71			
289924	06/17/2020	PRINTED	183289	NETWORKFLEET INC	1,167.95			
289925	06/17/2020	PRINTED	193074	MEDIA NEWS-21CM ADVERTISI	2,203.78			
289926	06/17/2020	PRINTED	193273	OFFICE DEPOT	6.96			
289927	06/17/2020	PRINTED	204040	OAKLAND COUNTY TREASURER	840.00			
289928	06/17/2020	PRINTED	204860	ROAD COMMISSION FOR	271.80			
289929	06/17/2020	PRINTED	211220	MCLAREN OAKLAND	460.00			
289930	06/17/2020	PRINTED	213401	PITNEY BOWES GLOBAL FINAN	935.88			
289931	06/17/2020	PRINTED	227505	LYNN MAKER	350.00			
289932	06/17/2020	PRINTED	227615	PAT BOWERS	275.00			
289933	06/17/2020	PRINTED	227719	MARY BETH FLADZINSKI	150.00			
289934	06/17/2020	PRINTED	241008	RKA PETROLEUM COMPANIES,	452.68			
289935	06/17/2020	PRINTED	254843	STAR EMS	598.67			
289936	06/17/2020	PRINTED	271016	US BANK EQUIPMENT FINANCE	97.66			
289937	06/17/2020	PRINTED	283242	VERIZON WIRELESS	225.30			
289938	06/17/2020	PRINTED	283242	VERIZON WIRELESS	870.90			
289939	06/17/2020	PRINTED	283242	VERIZON WIRELESS	1,174.70			
289940	06/17/2020	PRINTED	283242	VERIZON WIRELESS	1,820.90			
289941	06/17/2020	PRINTED	304802	WATERFORD SENIOR CENTER	20,000.00			
289942	06/17/2020	PRINTED	304930	WATERFORD TOWNSHIP DPW	1,135.38			
			50 CHECKS	CASH ACCOUNT TOTAL	309,779.23		.00	

Kim Markee
6-17-2020

TREASURER'S REPORT

May-20

FUND	BANK	ENDING BAL	ENDING BAL
CHECKING		APR	MAY
DISBURSEMENT	CHASE	583,484.03	640,590.06
RECEIVING	CHASE	4,869,270.01	10,326,126.71
PAYROLL	CHASE	137,362.60	48,106.54
PENSION PAYROLL	CHASE	925,478.30	925,767.68
TAX	CHASE	4,268,722.19	78,544.43
WATER & SEWER	CHASE	3,206,651.61	3,547,586.74
MONEY MARKET			
GENERAL	OAKLAND CO GOVT.POOL	42,722,865.05	40,773,010.87
TAX	OAKLAND CO GOVT.POOL	-	36,380.74
WATER & SEWER	OAKLAND CO GOVT.POOL	7,962,236.50	7,978,362.40
WATER & SEWER*	GENISYS CREDIT UNION	23.75	23.75
WATER & SEWER	FLAGSTAR	1,051,939.60	1,052,429.64
WATER & SEWER	FIFTH THIRD BANK	8,827.85	19,133.73
RESTRICTED SAVINGS			
SAFER GRANT ESCROW	CHASE	257,628.58	257,639.44
THIRD PARTY			
WORKER'S COMP	FLAGSTAR	50,705.14	46,378.43
FLEXIBLE BENEFIT	FLAGSTAR	227,362.81	241,819.47

CHARTER TOWNSHIP OF WATERFORD
CLERK'S OFFICE
5200 Civic Center Dr. • Waterford, MI 48329
Phone 248-674-6266 • Fax 248-674-5455
Web Page www.waterfordmi.gov

FIREWORKS DISPLAY APPLICATION

DATE OF DISPLAY: JULY 3, 2020 LOCATION OF DISPLAY: LOON LAKE (OFF OF DIXIE HWY). BARGE IN CENTER OF LAKE.

$500.00 NON REFUNDABLE APPLICATION FEE PAID: CHECK # 1039 ATTACHED

FIRE DEPARTMENT APPROVAL RECEIVED: 6-11-2020

Applicant Contact Information

NAME	PHONE NUMBER		
LOON LAKE COMMUNITY FUNDRAISING, LLC			
ADDRESS	CITY	STATE	ZIP CODE
3380 ADAMS SHORE DR.	WATERFORD	MI	48329
EMAIL ADDRESS			

* ACE PYRO LLC IS CONDUCTING THIS FIREWORKS DISPLAY.
CONTACT MIKE FREELAND

Attach the following documents:

1. Michigan Application for Fireworks Other Than Consumer or Low Impact
2. Federal Explosives License/Permit
3. Federal Responsible Person Letter of Clearance
4. Certificate of Insurance showing Charter Township of Waterford as an additional insure
5. Security Plan
6. Michigan DNR Marine Special Event Application and Permit
7. Material Safety Data Sheets
8. Firework Disposal Procedure

**Contract Fire Marshal to arrange payment of Firework Display Permitting and Inspection Fee - $300.00

I, THE UNDERSIGNED APPLICANT, HEREBY SWEAR THAT ALL OF THE STATEMENTS, ANSWERS AND INFORMATION I HAVE PROVIDED IN OR AS PART OF THIS APPLICATION ARE TRUE, ACCURATE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. AND I UNDERSTAND AND ACKNOWLEDGE THAT ANY FALSEHOODS OR MISREPRESENTATIONS CONTAINED IN SUCH STATEMENTS, ANSWERS OR INFORMATION CAN, AMONG OTHER THINGS, BE THE CAUSE OF A DENIAL OF THE REQUESTED PERMIT AND CAUSE FOR THE REVOCATION OF ANY PERMIT ISSUED TO THE APPLICANT.

DATE: JUNE 4, 2020

SIGNED: _____

PRINT NAME: FOUAD DAVID KHADRA

CELL:

ACE PYRO LLC

Ms. Kim Markee **03 May 2020**

Township Clerk

Charter township of Waterford

5200 Civic Center Drive

Waterford, MI 48329

Dear Ms. Markee:

Attached please find our permit application package on behalf of the Loon Lake Homeowner's Association / Loon Lake Fundraising .

We have spoke to your office and are aware of the challenges that you face as a result of COVID-19, and the reduction in staffing and hours. In acknowledgement of that, we stand ready to make whatever special arrangements that the permit process will require this year.

Please contact me any questions or comments you may have regarding this application packet. I can be reached at 248.417.5559

I assume that as before, a $500.00 Permit fee and a $300.00 Fire Service fee will be required. As the offices are closed, please advise us as to how those funds should be submitted.

Thank you again for your help and support. We look forward to hearing from you.

Regards,

Michael Freeland

V.P. Marketing

ACE Pyro, LLC

PO Box 2 | Manchester, MI 48158 | 877-223-3552 | info@acepyro.com

[redacted] Application for Fireworks Other Than Consumer or Low Impact

FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY
DATE PERMIT(S) EXPIRE:

Authority: 2011 PA 256	The **LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD** will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.

TYPE OF PERMIT(S) (Select all applicable boxes)

- [ ] Agricultural or Wildlife Fireworks
- [ ] Articles Pyrotechnic
- [ ] Display Fireworks
- [x] Public Display
- [ ] Private Display
- [ ] Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes

NAME OF APPLICANT: ACE PYRO, LLC / MICHAEL FREELAND	ADDRESS OF APPLICANT: 13001 E. AUSTIN RD, MANCHESTER, MI 48158	AGE OF APPLICANT 18 YEARS OR OLDER: [x] YES [ ] NO
NAME OF PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER: N/A	ADDRESS PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER: N/A	
IF A NON-RESIDENT APPLICANT (LIST NAME OF MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT): N/A	ADDRESS (MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT): N/A	TELEPHONE NUMBER
NAME OF PYROTECHNIC OPERATOR: MICHAEL FREELAND	ADDRESS OF PYROTECHNIC OPERATOR: 975 LARIVEE LN, MILFORD, MI	AGE OF PYROTECHNIC OPERATOR 18 YEARS OR OLDER: [x] YES [ ] NO
NO. YEARS EXPERIENCE: 24 / NO. DISPLAYS: 150 +	WHERE: MI, IA, WY, ND, IN AND 100 + IN S.E. MICHIGAN	
NAME OF ASSISTANT: ERIC RUSSELL	ADDRESS OF ASSISTANT: 3410 E. CLARICE HIGHLAND, MI 48356	AGE OF ASSISTANT 18 YEARS OR OLDER: [x] YES [ ] NO
NAME OF OTHER ASSISTANT: JOHN SINDA	ADDRESS OF OTHER ASSISTANT: 60555 LAPEER RD, KIMBALL, MI	AGE OF OTHER ASSISTANT 18 YEARS OR OLDER: [x] YES [ ] NO

EXACT LOCATION OF PROPOSED DISPLAY: FROM TWO FLOATING PLATFORMS (BARGES) IN LOON LAKE, GPS 42°40'56"N 83°21'37" WEST

DATE OF PROPOSED DISPLAY: 03 JULY 2020; RAIN DATE 04 JUL 2020	TIME OF PROPOSED DISPLAY: 10:06 PM 2206 HRS EST.

MANNER AND PLACE OF STORAGE, SUBJECT TO APPROVAL OF LOCAL FIRE AUTHORITIES, IN ACCORDANCE WITH NFPA 1123, 1124 & 1126 AND OTHER STATE OR FEDERAL REGULATIONS. PROVIDE PROOF OF PROPER LICENSING OR PERMITTING BY STATE OR FEDERAL GOVERNMENT

NO ON SITE STORAGE - DIRECT SHIPMENT FROM OUR ATF APPROVED MAGAZINE(S)

AMOUNT OF BOND OR INSURANCE (TO BE SET BY LOCAL GOVERNMENT): 10,000,000.00 TEN MILLION DOLLARS	NAME OF BONDING CORPORATION OR INSURANCE COMPANY: THE PARTNERS GROUP, LTD.

ADDRESS OF BONDING CORPORATION OR INSURANCE COMPANY: 11225 SE. 6TH ST. SUITE 110 BELLEVUE, WA 98004

NUMBER OF FIREWORKS	KIND OF FIREWORKS TO BE DISPLAYED (Please provide additional pages as needed)
192+	2.5" AERIAL SHELLS
288+	3.0" AERIAL SHELLS
102 +	4.0" AERIAL SHELLS
38 +	5.0" AERIAL SHELLS
18 +	6.0" AERIAL SHELLS
17 +	1" TO 2" MULTI-TUBE CAKE ITEMS
→	NOTHING FOLLOWS ←

SIGNATURE OF APPLICANT: MICHAEL FREELAND	DATE: 03 MAY 2020

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 3/19/2020

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

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

PRODUCER
The Partners Group Ltd
11225 SE 6th St., Suite 110
Bellevue WA 98004

CONTACT NAME: Janet Nau
PHONE (A/C, No, Ext): 425-455-5640 FAX (A/C, No): 425-455-6727
E-MAIL ADDRESS: jnau@tpgrp.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : T.H.E. Insurance Company	12866
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED 14372
Ace Pyro, LLC
13001 E. Austin Rd
Manchester MI 48158

COVERAGES CERTIFICATE NUMBER: 1638264039 REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY			CPP010442905	11/1/2019	11/1/2020	EACH OCCURRENCE	$ 1,000,000
	X COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
	CLAIMS-MADE X OCCUR						MED EXP (Any one person)	$ Excluded
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 10,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG	$ 2,000,000
	X POLICY PRO-JECT LOC							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO						BODILY INJURY (Per person)	$
	ALL OWNED AUTOS / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS / NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	$
								$
A	UMBRELLA LIAB X OCCUR			ELP001174705	11/1/2019	11/1/2020	EACH OCCURRENCE	$ 9,000,000
	X EXCESS LIAB CLAIMS-MADE						AGGREGATE	$ 9,000,000
	DED RETENTION $							$ GL Only
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATU-TORY LIMITS / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N (Mandatory in NH)	N/A					E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
The following are included as Additional Insured on General Liability as their interest may appear as respects operations performed by or on behalf of the Named Insured, as required by written contract:
Additional Insured: Waterford Township, MI
Event Location: Loon Lake, Waterford Township
Event Date: 7/3/2020 RD: 7/4/2020

CERTIFICATE HOLDER

Loon Lake Community Fundraising, LLC.
3380 Adam Shore Drive
Waterford MI 48329

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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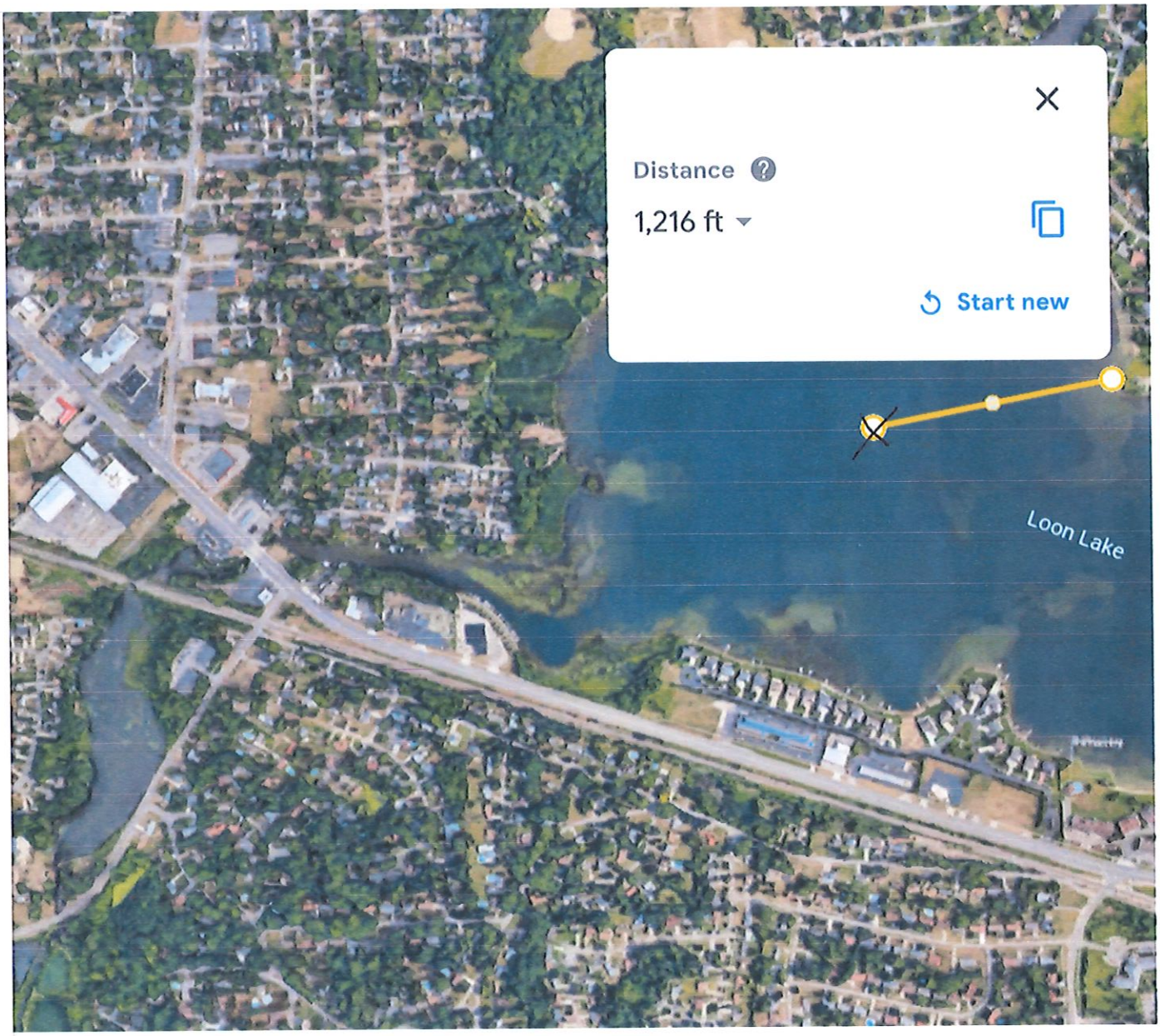


BARGE LOCATION FOR LOON LAKE FIREWORKS 03JUL 2020
GPS LOCATION 42°41'26"N - 83°21'09" WEST
LARGEST SHELL IN DISPLAY = 6"
PER NFPA 1123(9), 420' DISTANCE REQUIRED (840' RADIUS)
ACTUAL DISTANCE TO NEAREST POINT 1,216 FT

MICHAEL KENNETH FREELAND

Employee Possessor Letter of Clearance for:

U.S. Department of Justice
Bureau of Alcohol, Tobacco, Firearms and Explosives
Federal Explosives Licensing Center
244 Needy Road
Martinsburg, West Virginia 25405

901090: CRR/FLS
5400
File Number

09/18/2014

SUBJECT: **EMPLOYEE POSSESSOR LETTER OF CLEARANCE for:**

MICHAEL KENNETH FREELAND

GENERAL LABOR
(248)676-2305

and is ONLY valid under the following Federal explosives license/permit:

ACE PYRO LLC

Dear MICHAEL FREELAND:

You have been approved to transport, ship, receive or possess explosive materials as an employee possessor under the Federal explosive license or permit indicated above. **This clearance is only valid under the license or permit referenced above.**

Sincerely,

Christopher R. Reeves

Christopher R. Reeves
Chief, Federal Explosives Licensing Center (FELC)

FELC Customer Service. If you believe that information on your "Letter of Clearance" is incorrect, please return a COPY of the letter to the Chief, Federal Explosives Licensing Center (FELC), with a statement showing the nature of the error. The Chief, FELC, shall correct the error, and return an amended letter to you.

Mail: ATF
Chief, FELC
Attn.: LOC Correction
244 Needy Road
Martinsburg, West Virginia 25405

Fax: 1-304-616-4401
Chief, FELC
Attn.: LOC Correction

Call toll-free: 1-877-283-3352

W12625-P-09 18 2014-390743733-FREELAND-MICHAEL-KENNETH-05 14 1961-GENERAL LABOR

WWW.ATF.GOV

Fireworks Displays!

Festival

Wedding ✯ Birthday

Grand Opening

HOMECOMING

HOLIDAY

Graduation ✯ Picnic

For all of your Special Events Remember...

ACE PYRO LLC

Memorable

What do you remember about some of your favorite family times? Maybe a picnic, a family gathering, a community festival, and then, an evening of fireworks? Fireworks displays make an evening a memorable event!

With good planning and advertising, a fireworks display can be a great draw for your venue at any time of the year. Fireworks can highlight festivals, homecomings, Memorial Day, Labor Day, a day at the neighborhood park, grand openings, weddings, birthdays, or any event.

How do you get the best value for your money with a fireworks display? What goes into a display to make it great entertainment? How do you select the best display company? ACE Pyro, LLC, will be glad to help you with these answers. Our staff will work with you to tailor a display to your requirements.

ACE Pyro, LLC, is a Michigan-based company, giving you the benefit of local, accessible expertise. Site visits are always made prior to planning a display. Our designers create an unforgettable show by using some of the highest quality product as well as custom-made American devices.

Displays can be shot by hand firing, electric firing, or computerized choreography to music. Our display operators have completed PGI shooter certification training and they adhere to the safety guidelines of NPFA 1123. ACE Pyro crew members who transport material to event locations hold a commercial driver's license with a hazardous materials endorsement.

For all events, ACE Pyro, LLC, provides proof of necessary licenses, permits and a certificate of insurance. In addition, all ACE Pyro, LLC, personnel wear identifying name badges or logo shirts while working on site.

Contact ACE Pyro, LLC, **toll-free at 877-223-3552**, or by email at **info@acepyro.com**, to book your event and discuss your display options. For further information, a free DVD and marketing packet is available upon request.

Michael Freeland
V.P. Marketing

Cell: (248) 417-5559
Fax: (734) 428-0901
Email: Michael@ace-e.com
Web: www.acepyro.com

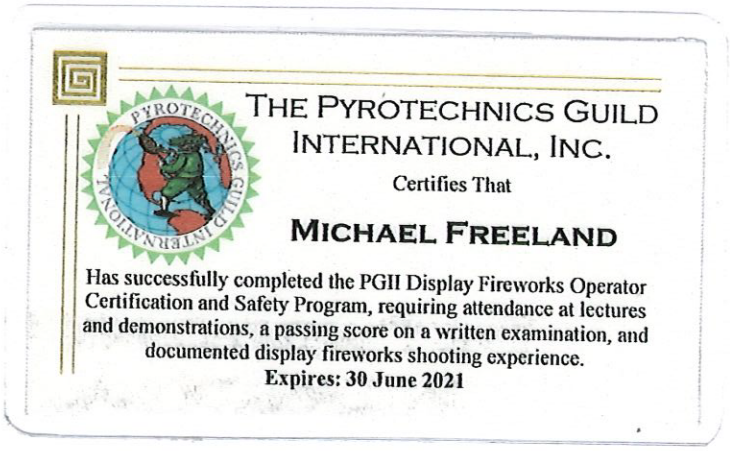
Feast your eyes
Fuel your Passion

NOT FOR PUBLICATION, PLEASE

CDL / HAZMAT
(DOT REQUIREMENT)
CURRENT, STATE OF
MICHIGAN

PROOF OF
US CITIZENSHIP,
CURRENT

PROOF OF
TRAINING



THE PYROTECHNICS GUILD
INTERNATIONAL, INC.

Certifies That

MICHAEL FREELAND

Has successfully completed the PGII Display Fireworks Operator Certification and Safety Program, requiring attendance at lectures and demonstrations, a passing score on a written examination, and documented display fireworks shooting experience.

Expires: 30 June 2021

Waterford Township Clerk's Office Receipt

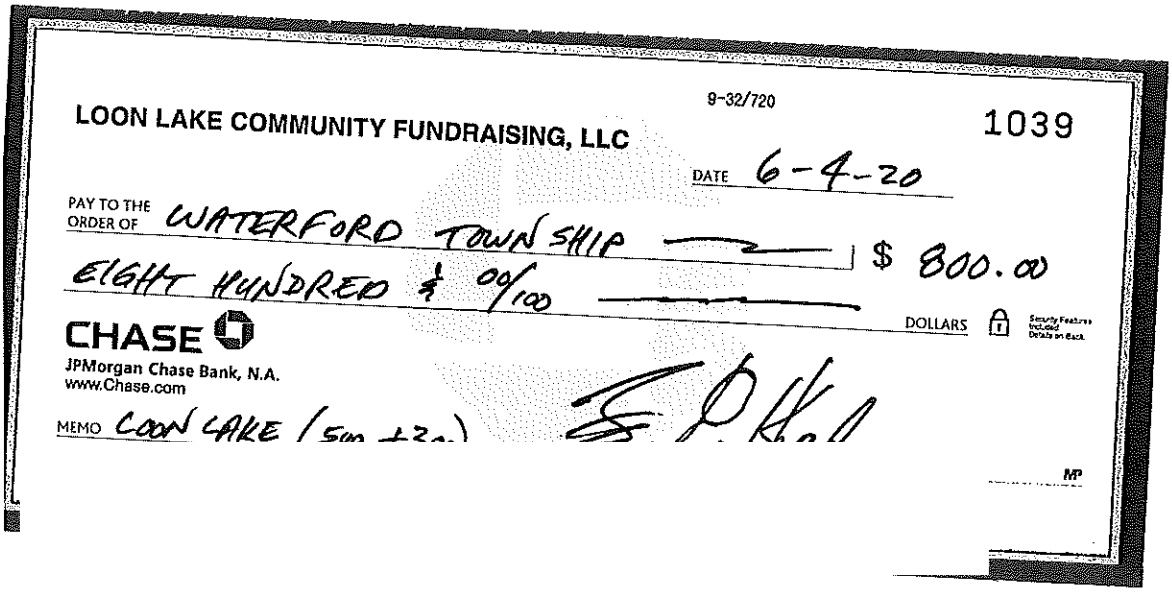
Customer Details

Customer Name *	Receipt Number	Date
LOON LAKE COMMUNITY FUNDRAISING	4562	06/04/2020
	City	State
Address	WATERFORD	MI
3380 ADAMS SHORE DR		
		Zip
		48329

Purchase Details

Detail *	Code *	A/C *	Amount *
Fireworks Display	G/REV	10101-69400	500
Fire Dept. Fireworks Fee	FCOST	20601-60340	300.00

Purchase Total
800.00


LOON LAKE COMMUNITY FUNDRAISING, LLC
9-32/720
1039
DATE 6-4-20
PAY TO THE ORDER OF WATERFORD TOWNSHIP $ 800.00
EIGHT HUNDRED & 00/100 DOLLARS
CHASE
JPMorgan Chase Bank, N.A.
www.Chase.com
MEMO LOON LAKE (5m +2m)

WATERFORD REGIONAL FIRE DEPARTMENT

2495 Crescent Lake Road • Waterford, MI 48329
Phone: 248.673.0405 • Fax: 248.674.4095
www.waterfordmi.gov

Matthew J. Covey, *Fire Chief* • **Carl J. Wallace**, *Deputy Fire Chief* • **John R. Phebus**, *Acting Fire Marshal*

Fireworks Display Permit #20-004

Loon Lake Fireworks display

6/4/2020
ACE PYRO LLC
13001 Austinro
Manchester MI 48158

Congratulations, Your Permit Application for a Fireworks display permit has been approved.

The 2015 IFC requires that the following codes be adhered to. Section 5608.1 General. Outdoor fireworks displays, use of pyrotechnics before a proximate audience and pyrotechnic special effects in motion picture, television, theatrical and group entertainment productions shall comply with Sections 5608.2 through 5608.10 and NFPA 1123 or NFPA 1126.

Due to the COVID 19 Emergency, this permit is approved under conditions that any social distancing guidelines that may be in effect at the time of display must be followed.

Application Details

- Display date 7/03/2020 @ Dusk 10-11pm
- Sponsoring Organization – Loon Lake Assoc. Lake Festival
- Fireworks coordinator – ACE PYRO Michael Freeland 248-417-5559 Info@acepyro.com
- Event Location – Loon Lake (Barge)
- Set up address – TBD (Contact Fire Marshal Division Prior to event 248-673-0405)

This permit Application was reviewed and approved by on 05/07/2020 by

Fire Marshal John Phebus

(ARTICLE III, DIVISION 3-7 SECTION 3-708 cont.)

SECTION 3-709. SUMMIT PLACE OVERLAY ZONING DISTRICT

1. **District Establishment and Zoning Map Amendment.** As provided for in Section 3-700 of this Ordinance, the "Summit Place Overlay Zoning District", referred to in this Section as the "District", is hereby adopted and established on the property shown and described on and in the attached Appendix, with the Zoning Map that is adopted by and made part of the Waterford Township Zoning Ordinance in Section 3-101 to be amended to identify and show this Overlay District, which supplements without amending the existing commercial zoning district classification of the property in the Overlay District.

2. **Purpose and Intent.** In recognition of the changed economic and market conditions that that have limited the potential users of District properties for traditional retail and other commercial uses, the District and regulations in this Section are adopted for the purpose and with the intent to encourage and facilitate the rehabilitation and redevelopment of District properties to productive uses by providing more flexible regulations that expand the types of permitted uses and simplifies the approval process.

3. **Uses Allowed.** Subject to the exceptions and complying with all applicable conditions or requirements identified in this Section, the following uses shall be permitted principal uses in the District:

   A. Permitted principal uses, permitted uses after wellhead compliance, and special approval uses that are listed in Sections 3-702, 3-703, 3-704, 3-705, 3-706, as allowed in the C-1, C-2, C-3, and C-4 Districts, except:

      (1) ~~c~~Commercial outdoor storage establishments involving the outdoor storage of soil resources, landscaping materials, or landscaping vegetation (*as defined under* ***Commercial Bulk Vegetation*** *and* ***Soil Resource Establishments*** *in* ***Section 1-007****)*, which are not allowed.

      (2) In the underlying C-3 District, the following, which shall remain special approval uses:

         a. Hospitals.
         b. Veterinary hospitals.
         c. Pawnshops and second-hand dealers in conformance with Section 2-602.
         d. Substance abuse care centers and transitional medical care facilities.
         e. Massage schools in conformance with Section 2-602.

      (3) In the underlying C-4 District, the following which shall remain special approval uses:

         a. Adult entertainment uses in conformance with Section 2-601.
         b. Massage parlors and massage schools in conformance with Section 2-602.
         c. Halfway houses.
         d. Home display courts.
         e. Medium-scale wind energy systems.
         f. Flea markets in conformance with Section 2-602.

   B. Permitted principal uses and special approval uses that are listed in Sections 3-802, 3-804, and 3-805 as allowed in the HT-1 and HT-2 Districts.

   C. The following permitted principal uses and special approval uses that are listed in Section 3-404 as allowed in the RM-2 District:

      (1) Multiple-family dwellings.
      (2) Elder care facilities.

   D. The following permitted principal uses that are listed in Section 3-806 as allowed in the M-1 District.

      (1) Freight handling facilities with direct access, including by an internal street in the District, to a major arterial street.
      (2) Heavy equipment rental establishments that are conducted within the principal building and do not utilize outdoor display or storage of vehicles, machinery, or equipment.
      (3) Outdoor storage as an accessory use for freight handling facilities permitted under subsection D (1), with no requirement that such storage be located to the rear of the principal building, but subject to the following:

         (a) The outdoor storage is in trailers parked in designated trailer parking spaces or truck docks on the site.
         (b) The outdoor storage is temporary, with stored items to be in the trailer that was or will be used to transport those items to or from the site.
         (c) The outdoor storage shall not be located in a yard between the principal building for the use and Telegraph Road, Elizabeth Lake Road, Summit Drive, or an adjacent existing residential use.
         (d) No truck shall be stored on the site for more than 15 consecutive days.

   E. Child day care centers as defined in Section 1-007 that are listed in Section 3-604 as a permitted principal use in the O-2 District.

4. **Applicable General Regulations.** Unless otherwise indicated in this Section, the Regulations Applying to All Districts in Article II and the Regulations in Section 3-702 for commercial uses and Section 3-802 for higher intensity uses (HT-1, HT-2, and M-1) shall apply to properties in the District.

5. **Approval Required.** The process and requirements for approval of a use in the District shall be in accordance with the Requirements Applicable for All Procedures in Section 4-003 and the Site Plan Review Procedures and Requirements in Section 4-004

6. Review Standards for Proposed Use. The zoning requirements applicable to a proposed use in the District shall be in accordance with the Ordinance section that applies to that use. If more than one Ordinance section applies, the applicant may designate which Ordinance section the proposed use is being submitted for approval under.

7. Dimensional Standards. Subject to modification as provided in subsections B, D, and E or a Planning Commission final determination to reduce required setbacks or to increase maximum building height made as a requirement and condition of site plan approval, the lot dimensional standards for land in the District are as follows, with these standards being based on the Table of Regulations in Section 3-900 as modified for the District and all Footnotes to that Table in Section 3-901:

A. Table of District Lot, Area, and Bulk Regulations.

For Uses Listed in Districts:	Impervious Surface Max %	Min Lot Size-sf	Min Lot Width-ft	Max Building Height-ft	Front Setback-ft	Side Setback-ft	Rear Setback-ft
RM-2	50%	43,560	150'	36'	3-901.8	3-901.8	3-901.8
O-2	50%	43,560	100'	50'	35'	20'/40'	20'
C-1	50%	7,500	60’	24’	25’	15’/30’	20’
C-2	50%	9,000	70’	24’	25’	15’/30’	20’
C-3	50%	24,000	90’	40’	25’	20’/40’	20’
C-4	*50%*	*87,120*	*150’*	*40’*	*30’*	*20’/40’*	*20’*
HT-1	50%	21,780	100’	30’	25’	15’/30’	30’
HT-2	50%	43,560	120’	50’	35’	15’/30’	40’
M-1	50%	43,560	150’	~~30’~~45’	40’	15’/40’	40’

(ARTICLE III, DIVISION 3-7 SECTION 3-708 cont.)

B. As a modification of the maximum building height standards in the subsection A Table, the height of buildings for office establishments, multiple-family dwellings, and elderly care facilities shall not exceed 120 feet and shall not be more than ten (10) stories.

C. Variances from these standards may not be granted by the Zoning Board of Appeals for proposed uses that are only listed in the HT-1, HT-2, or M-1 Districts.

D. If an M-1 use is proposed adjacent to an existing multiple family use, side and rear yard setbacks shall be increased by 100% from the adjoining lot lines or unit boundaries of the multiple family use.

E. Setbacks from Telegraph Road., Elizabeth Lake Road. and Summit Drive shall be increased by 50% for M-1 uses.

F. Site plans shall include and show a metes and bounds legal description and size of the parcel of land proposed for use and development, which shall be considered the zoning lot for purposes of the standards in subsection A.

8. Greenbelt and Landscaping Requirements. The greenbelt and landscaping requirements for land in the District are as follows:

A. Table of District Greenbelt Requirements.

For Uses Listed in Districts:	Greenbelt Requirements
C-1	• 20’ wide along roads per Ordinance Section 3-702(5)(B)(2) • 5’-10’ wide along property lines abutting residential districts per Ordinance Section 3-702(5)(B)(3) • 5’-10’ wide along property lines abutting office and higher intensity use districts which lack screening per Ordinance Section 3-702(5)(B)(4)
C-2	• 20’ wide along roads per Ordinance Section 3-702(5)(B)(2) • 5’-10’ wide along property lines abutting residential districts per Ordinance Section 3-702(5)(B)(3) • 5’-10’ wide along property lines abutting office and higher intensity use districts which lack screening per Ordinance Section 3-702(5)(B)(4)
C-3	• 20’ wide along roads per Ordinance Section 3-702(5)(B)(2) • 5’-10’ wide along property lines abutting residential districts per Ordinance Section 3-702(5)(B)(3) • 5’-10’ wide along property lines abutting office and higher intensity use districts which lack screening per Ordinance Section 3-702(5)(B)(4)
C-4	• 20’ wide along roads per Ordinance Section 3-702(5)(B)(2) • 5’-10’ wide along property lines abutting residential districts per Ordinance Section 3-702(5)(B)(3) • 5’-10’ wide along property lines abutting office and higher intensity use districts which lack screening per Ordinance Section 3-702(5)(B)(4)
HT-1	• 20’ wide along roads per Ordinance Section 3-802(5)(B)(2) • 30’ – 50’ wide along property lines abutting residential per Ordinance Section 3-802(5)(B)(3) • 20’-30’ wide along property lines abutting a use which lacks screening approved under this Ordinance
HT-2	• 20’ wide along roads per Ordinance Section 3-802(5)(B)(2) • 30’ – 50’ wide along property lines abutting residential per Ordinance Section 3-802(5)(B)(3)

	• 20'-30' wide along property lines abutting a use which lacks screening approved under this Ordinance
M-1	• 20' wide along roads per Ordinance Section 3-802(5)(B)(2) • 30' – 50' wide along property lines abutting residential per Ordinance Section 3-802(5)(B)(3) • 20'-30' wide along property lines abutting a use which lacks screening approved under this Ordinance

A. For greenbelt widths expressed as a range, the actual width required shall be determined by the Planning Commission and made a requirement and condition of site plan approval.

B. For greenbelt widths expressed as a range, the actual width required shall be determined by the Planning Commission and made a requirement and condition of site plan approval.

C. For a proposed M-1 use, the height and/or quantity of required evergreen or deciduous tree and vegetation screening from what is required under Section 3-802 and the SPL Manual shall be determined by the Planning Commission and made a requirement and condition of site plan approval.

D. Prior to the Planning Commission's site plan approval for a proposed use with frontage on Telegraph Road, Elizabeth Lake Road, or Summit Drive, a conceptual Streetscape Plan for the entire frontage of the District on that street shall have been submitted to the Planning Commission. Consistency and compatibility, but not strict compliance, with the conceptual Streetscape Plan, which may be amended from time to time, shall be a requirement and condition of site plan approval for all subsequent proposed uses with frontage on that street.

E. In addition to the Greenbelt Requirements in subsection A, a greenbelt five (5') feet in width shall be required along both sides of local streets. The width of any required sidewalk or nonmotorized pathway on the side of a local street shall not be included in determining compliance with this minimum greenbelt width.

F. As used in subsection A, property lines also refers to the lot lines of the zoning lot proposed for use and development as described in subsection 7.F.

G. For purposes of the greenbelts in subsection A for uses listed in the HT-1, HT-2, and M-1 Districts abutting a use which lacks screening approved under this Ordinance:

(1) Such a use includes vacant undeveloped land.

(2) The width of the greenbelt may be reduced to ten (10') feet where the screening proposed includes a fence wall and landscape plantings between the fence wall and property/zoning lot lines.

~~D.~~ (3) For a greenbelt abutting vacant undeveloped land, the Planning Commission may allow the installation of the screening and landscaping approved for that greenbelt to be deferred until a site plan for development of the vacant land has been approved, and based on the use, screening and landscaping approved for that site plan, may modify the previously approved greenbelt screening and landscaping.

9. Higher Intensity Use Standards For a proposed higher intensity, HT-1, HT-2, or M-1 use listed in Sections 3-802, 3-804, 3-805, and 3-806 to be considered a permitted principal use in the District under this Section, it must comply with all requirements and standards in this Section and all of the following:

A. No loading or unloading areas, outdoor storage areas, dumpsters, or above-ground accessory structures or buildings other than signs, screened exterior appliances, flag poles, sidewalks, non-motorized pathways, and improvements allowed or required by an approved Streetscape Plan, shall be allowed in the yard between the principal building for the use and Telegraph Road, Elizabeth Lake Road, or Summit Drive.

B. Areas for loading/unloading, staging of trucks, trailers and equipment, or outdoor storage~~, shall be located within the interior of the zoning lot, and~~ shall not be located in a yard adjacent to an existing residential use.

C. Any reports, studies, or plans that have been required by or prepared for any governmental entity or agency that contain Development Impact Analysis Report or Traffic Impact Analysis Report (as defined in Section 1-007)information reasonably related to a proposed use shall be submitted with the application for site plan review and approval of that proposed use by the Planning Commission.

D. Any requirements and conditions of site plan approval established by the Planning Commission regarding hours of operation, architectural compatibility of materials in the District, improved nonmotorized pathways, traffic calming, primary access to major arterial streets, mitigation of sources of noise and fumes, and performance standards under Division 2-2.

BOARD OF TRUSTEES
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WATERFORD TOWNSHIP

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DEVELOPMENT SERVICES DEPARTMENT

Rob Merinsky, PE
Director

Brent A. Gibson
Superintendent of Building Division

Jeffrey M. Polkowski, AICP
Superintendent of Planning & Zoning Division

MEMORANDUM

Date: June 2, 2020

To: Honorable Township Board Members

From: Jeffrey Polkowski, Superintendent of Planning and Zoning

RE: Proposed Zoning Ordinance Text Amendment Cases for the March 24, 2020 Planning Commission Meeting:
Text Amendment Case No. 20-03-01 – Summit Place Overlay Zoning District

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Attached for your review and consideration, please find a proposed Zoning Ordinance Text Amendment.

The evaluation of a concept plan for a proposed development within the Summit Place Overlay Zoning District revealed concerns within the existing ordinance that had been adopted almost a year ago.

The Summit Place Overlay Zoning District, as currently written, presents opportunities for conflicting land uses of various intensities to be established within a single parcel without requiring any screening or additional landscaping to act as a buffer for them to operate harmoniously.

Planning Staff identified and worked with the Developer on some fine tuning of the original ordinance text to clarify the levels and conditions of approval required for sensitive uses and to confirm with how traditional ordinance standards will be applied to proposed developments on portions of the site that do not correspond to separate legally recognized and split parcels.

This Zoning Ordinance Text Amendment also includes an amendment increasing the Maximum Building Height from 30’ to 45’ for HT-1 and M-1 Uses without requiring the Planning Commission to provide a discretionary decision.

The Planning Commission reviewed this ordinance amendment at a Special Meeting on May 28, 2020 and resolved unanimously, to forward a favorable recommendation to the Township Board

Motion
If the Township Board concurs with the Planning Commission’s favorable recommendation for this, a motion to “introduce” the cases should be made which would then provide for consideration of “final adoption” of the Text Amendments at your June 22, 2020 meeting.

Upon your review, if you have any questions or require further information, please contact this office.

STATE OF MICHIGAN
COUNTY OF OAKLAND
CHARTER TOWNSHIP OF WATERFORD

ORDINANCE NO. 2020-Z-001

TEXT AMENDMENT TO ZONING ORDINANCE

An Ordinance to amend the Waterford Township Zoning Ordinance No. 135-A ("Zoning Ordinance") Summit Place Overlay Zoning District text to clarify and limit permitted principal uses, clarify approval standards, and modify maximum building heights for certain uses.

THE CHARTER TOWNSHIP OF WATERFORD ORDAINS:

Section 1 of Ordinance

The Waterford Township Zoning Ordinance is amended by the following changes to the indicated subsections of Section 3-709, Summit Place Overlay Zoning District, in Division 3-7, Commercial Zoning Districts:

SECTION 3-709. SUMMIT PLACE OVERLAY ZONING DISTRICT

Subsection 3, Uses Allowed, is amended by changing the first introductory sentence and subsections A and D to read as follows:

3. Uses allowed. Subject to the exceptions and complying with all applicable conditions or requirements identified in this Section, the following uses shall be permitted principal uses in the District:

A. Permitted principal uses, permitted uses after wellhead compliance, and special approval uses that are listed in Sections 3-702, 3-703, 3-704, 3-705, 3-706, as allowed in the C-1, C-2, C-3, and C-4 Districts, except:

(1) Commercial outdoor storage establishments involving the outdoor storage of soil resources, landscaping materials, or landscaping vegetation (as defined under Commercial Bulk Vegetation and Soil Resource Establishments in Section 1-007), which are not allowed.

(2) In the underlying C-3 District, the following, which shall remain special approval uses:

a. Hospitals.

b. Veterinary hospitals.

c. Pawnshops and second-hand dealers in conformance with Section 2-602.

d. Substance abuse care centers and transitional medical care facilities.

e. Massage schools in conformance with Section 2-602.

(3) In the underlying C-4 District, the following which shall remain special approval uses:

a. Adult entertainment uses in conformance with Section 2-601.
b. Massage parlors and massage schools in conformance with Section 2-602.
c. Halfway houses.
d. Home display courts.
e. Medium-scale wind energy systems.
f. Flea markets in conformance with Section 2-602.

D. The following permitted principal uses that are listed in Section 3-806 as allowed in the M-1 District.

(1) Freight handling facilities with direct access, including by an internal street in the District, to a major arterial street.

(2) Heavy equipment rental establishments that are conducted within the principal building and do not utilize outdoor display or storage of vehicles, machinery, or equipment.

(3) Outdoor storage as an accessory use for freight handling facilities permitted under subsection D (1), with no requirement that such storage be located to the rear of the principal building, but subject to the following:

(a) The outdoor storage is in trailers parked in designated trailer parking spaces or truck docks on the site.

(b) The outdoor storage is temporary, with stored items to be in the trailer that was or will be used to transport those items to or from the site.

(c) The outdoor storage shall not be located in a yard between the principal building for the use and Telegraph Road, Elizabeth Lake Road, Summit Drive, or an adjacent existing residential use.

(d) No truck shall be stored on the site for more than 15 consecutive days.

Subsection 7, Dimensional Standards, is amended by changing the Maximum Building Height for HT-1 and M-1 Uses in the Table in subsection A, from 30' to 45' and adding a new subsection F to read as follows:

F. Site plans shall include and show a metes and bounds legal description and size of the parcel of land proposed for use and development, which shall be considered the zoning lot for purposes of the standards in subsection A.

Subsection 8, Greenbelt and Landscaping Requirements, is amended to add new subsections E, F, and G to read as follows:

E. In addition to the Greenbelt Requirements in subsection A, a greenbelt five (5') feet in width shall be required along both sides of local streets. The width of any required sidewalk or nonmotorized pathway on the side

of a local street shall not be included in determining compliance with this minimum greenbelt width.

F. As used in subsection A, property lines also refers to the lot lines of the zoning lot proposed for use and development as described in subsection 7.F.

G. For purposes of the greenbelts in subsection A for uses listed in the HT-1, HT-2, and M-1 Districts abutting a use which lacks screening approved under this Ordinance:
   (1) Such a use includes vacant undeveloped land.
   (2) The width of the greenbelt may be reduced to ten (10') feet where the screening proposed includes a fence wall and landscape plantings between the fence wall and property/zoning lot lines.
   (3) For a greenbelt abutting vacant undeveloped land, the Planning Commission may allow the installation of the screening and landscaping approved for that greenbelt to be deferred until a site plan for development of the vacant land has been approved, and based on the use, screening and landscaping approved for that site plan, may modify the previously approved greenbelt screening and landscaping.

Subsection 9. Higher Intensity Use Standards, is amended by changing subsection B to read as follows:

B. Areas for loading/unloading, staging of trucks, trailers and equipment, or outdoor storage shall not be located in a yard adjacent to an existing residential use.

Section 2 of Ordinance

The effective date of this Ordinance shall be on the 8th day after publication, or a later date as provided in the Michigan Zoning Enabling Act for when a petition for voter referendum on this Ordinance and/or a notice of intent to submit such a petition is timely filed with the Township Clerk.

CERTIFICATION

I certify that this Zoning Ordinance Text Amendment was adopted by a majority vote of the members of the Board of Trustees of the Charter Township of Waterford at a meeting duly called and held on _____, 2020.

_____ _____

Date Kimberly Markee, Township Clerk

Sandra Werth called the meeting to order at 3:31p.m.

I. Roll Call

Present: Sandra Werth, Chairperson
Steve Reno, Vice Chairperson
Matt Ray, Secretary
Tony Bartolotta, Commissioner
Dave Kramer, Commissioner
Colleen Murphy, Commissioner

Absent: Scott Sintkowski, Commissioner

Also Present: Jeffrey Polkowski, Superintendent/Planning
Scott Alef, Planner II
Amy Williams, Departmental Aide
Rob Merinsky, Director/Engineering
Gary Wall, Township Supervisor
Gary Dovre, Township Attorney

II. Approval of the February 25, 2020 Planning Commission meeting minutes as printed.

MOTION AND VOTE
Moved by Reno
*Supported by Kramer; Resolved to **APPROVE** the Minutes of the February 25, 2020 Planning Commission Meeting.*
MOTION CARRIED UNANIMOUSLY
(6-0)

III. Approval of May 28, 2020 Planning Commission Special meeting agenda.

MOTION AND VOTE
Moved by Reno
*Supported by Kramer; Resolved to **APPROVE** the Agenda of the May 28, 2020 Planning Commission Special Online Meeting.*
MOTION CARRIED UNANIMOUSLY
(6-0)

IV. Approval of Consent Agenda

1.) Site Plan No. PSP 19-1348 - Warner Bros. Contractor's Storage Yard

Location: S of 5479 Perry Dr. (13-09-251-049 & 050)
Zoning: M-1 Light Industrial
Business Use: Contractor Storage Yard

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The project proposes an outside storage yard. No substantial construction is proposed other than fencing, an asphalt millings storage area, and an asphalt driveway.

MOTION AND VOTE
Chairperson Werth Approved Consent Agenda Item PSP19-1348
ROLL CALL VOTE CARRIED (6-0)

2.) Site Plan No. PSP 19-1349 – Jet One Suites
Location: Oakland County Int'l Airport, North Service Rd
Zoning: A-1, Airport
Business Use: Airport Hangar with office

Construction of a new 17,875 sq. aircraft hangar including a 2,125 sq. office area on the OC Airport property.

MOTION AND VOTE
Chairperson Werth Approved Consent Agenda Item PSP19-1349
ROLL CALL VOTE CARRIED (6-0)

1.) Site Plan No. PSP 19-1351 – Beach Commercial Parking Lot
Location: 2635 Dixie Hwy
Zoning: C-3, General Business
Business Use: Drywall contractor commercial service facility

The project proposes improvements to the existing lot including paving and a fence.

MOTION AND VOTE
Chairperson Werth Approved Consent Agenda Item PSP19-1351
ROLL CALL VOTE CARRIED (6-0)

1.) Site Plan No. PSP 20-1354 – Checkers Bun Freezer
Location: 1349 Highland Rd
Zoning: C-3, General Business
Business Use: Fast Food Drive-thru facility

The project proposes the addition of an exterior bun freezer to permit after-hours delivery of product.

MOTION AND VOTE
Chairperson Werth Approved Consent Agenda Item PSP20-1354
ROLL CALL VOTE CARRIED (6-0)

Draft

V. Public Hearings

1.) Text Amendment. 20-03-01, Summit Place Overlay Zoning District Text Amendment (Staff Reviewer – Jeffrey Polkowski)

Request: Proposed Ordinance to amend Waterford Township Zoning Ordinance No. 135-A, by amending the Summit Place Overlay Zoning District use and development regulations for that District.

During the public portion of the meeting, no one spoke regarding this request.

MOTION AND VOTE
Moved by Ray
Supported by Bartolotta; Resolved to forward a favorable recommendation in Case No. 20-03-01 on to the Township Board, for the proposed Zoning Ordinance Text Amendment to the Waterford Township Zoning Ordinance is amended by amending the following changes to the indicated subsections of Section 3-709, Summit Place Overlay Zoning District, in Division 3-7, Commercial Zoning Districts.

Based on the following findings and conclusions under the Ordinance approval recommendation guidelines which are based on assessment of the information and statements presented in this case by or for the Township Staff, Applicant, and members of the public.

MOTION CARRIED UNANIMOUSLY
(6-0)

VI. Site Plans:

1.) Site Plan # PSP. 19-1352, Oakland County Business Park – Distribution Center (Staff Reviewer – Scott Alef)

Location: 327 N Telegraph Rd
Request: Concept Site Plan Review
Parcel I.D. No.: 13-25-200-036 & 13-25-200-013
Applicant: ARI-EL Enterprises

Applicant or representative present: Arie Leibovitz

Mr. Polkowski gave a brief overview and visual presentation of the general location of the proposed distribution center within the Summit Place Overlay Zoning District. He

Draft

provided a copy of a utility plan to tie into the existing watermain and reutilize existing storm and sewer infrastructure. Re-Use of these utilities is contingent on DPW and Township approval, and adoption of the Text Amendment 20-03-01 by the Board of Trustees is necessary for this conceptual plan to be adopted as proposed.

There was some discussion of the truck & trailer parking amendment, and Accessibility of sidewalks on the proposed new road from Telegraph to Summit drive.
Staff does not have any issues with the building height amendment from 30' to 45', and a few minor inconsistencies and fire requirements need to be clarified or corrected.

Mr. Leibovits stated that he did not have specific plans for the South Side development but would address this at a later date.

MOTION AND VOTE
Moved by Kramer
Supported by Reno; to approve with conditions, Conceptual Site Plan #PSP 20-1352 by Summit 327 LLC, for the Oakland County Business Center Distribution Center, part of Parcel No. 13-25-200-013 and 13-25-200-036, located at the northwestern corner of Elizabeth Lake Road and Telegraph road subject to the submission of a revised final site plan addressing all department comments as listed in the staff report and the adoption of text Amendment #20-03-01 by the Board of Trustees.

Conditions: *That the site plan is in compliance with all Planning Commission determinations at this meeting*

MOTION CARRIED UNANIMOUSLY
(6-0)

VII. Discussion

VIII. All Else
Chairperson Werth questioned if next month's meeting would be held online.

Attorney Dovre commented that it is difficult to anticipate the governor's actions and suggested they plan to have an online meeting, but if circumstances change, it is preferred to have an in-house public meeting and changed can be made.

Chairperson Werth questioned if there was any other public comment.

Mr. Leibovits spoke up to thank the board and staff for all their efforts and support, and that he will continue to work with the community with this re-development.

Draft

IX. Adjourn

Chairperson Werth adjourned the meeting at 4:08p.m.

Due to concerns over the limitation to public gatherings, Waterford Township would request, to the extent possible, that any questions, concerns, or comments be submitted in writing to be entered into the public record regarding any of the cases listed above.
Comments may be emailed to jpolkowski@waterfordmi.gov or mailed to the address listed below. Written comments be received by 2:30 pm on May 28th, 2020 will be entered into the public record for consideration.
Waterford Township Development Services
5200 Civic Center Dr., Third Floor,
Waterford, MI 48329

Draft

(*ARTICLE III, DIVISION 3-7 SECTION 3-708 cont.*)

SECTION 3-709. SUMMIT PLACE OVERLAY ZONING DISTRICT

1. **District Establishment and Zoning Map Amendment.** As provided for in Section 3-700 of this Ordinance, the "Summit Place Overlay Zoning District", referred to in this Section as the "District", is hereby adopted and established on the property shown and described on and in the attached Appendix, with the Zoning Map that is adopted by and made part of the Waterford Township Zoning Ordinance in Section 3-101 to be amended to identify and show this Overlay District, which supplements without amending the existing commercial zoning district classification of the property in the Overlay District.

2. **Purpose and Intent.** In recognition of the changed economic and market conditions that that have limited the potential users of District properties for traditional retail and other commercial uses, the District and regulations in this Section are adopted for the purpose and with the intent to encourage and facilitate the rehabilitation and redevelopment of District properties to productive uses by providing more flexible regulations that expand the types of permitted uses and simplifies the approval process.

3. **Uses Allowed.** Subject to complying with all applicable conditions or requirements identified in this Section, the following uses shall be permitted principal uses in the District:

   A. Permitted principal uses, permitted uses after wellhead compliance, and special approval uses that are listed in Sections 3-702, 3-703, 3-704, 3-705, 3-706, as allowed in the C-1, C-2, C-3, and C-4 Districts, except commercial outdoor storage establishments involving the outdoor storage of soil resources, landscaping materials, or landscaping vegetation (*as defined under **Commercial Bulk Vegetation** and **Soil Resource Establishments** in **Section 1-007**)*, which are not allowed.

   B. Permitted principal uses and special approval uses that are listed in Sections 3-802, 3-804, and 3-805 as allowed in the HT-1 and HT-2 Districts.

   C. The following permitted principal uses and special approval uses that are listed in Section 3-404 as allowed in the RM-2 District:
      (1) Multiple-family dwellings.
      (2) Elder care facilities.

   D. The following permitted principal uses that are listed in Section 3-806 as allowed in the M-1 District.
      (1) Freight handling facilities with direct access, including by an internal street in the District, to a major arterial street.
      (2) Heavy equipment rental establishments that are conducted within the principal building and do not utilize outdoor display or storage of vehicles, machinery, or equipment.

   E. Child day care centers as defined in Section 1-007 that are listed in Section 3-604 as a permitted principal use in the O-2 District.

4. **Applicable General Regulations.** Unless otherwise indicated in this Section, the Regulations Applying to All Districts in Article II and the Regulations in Section 3-702 for commercial uses and Section 3-802 for higher intensity uses (HT-1, HT-2, and M-1) shall apply to properties in the District.

5. **Approval Required.** The process and requirements for approval of a use in the District shall be in accordance with the Requirements Applicable for All Procedures in Section 4-003 and the Site Plan Review Procedures and Requirements in Section 4-004

6. **Review Standards for Proposed Use.** The zoning requirements applicable to a proposed use in the District shall be in accordance with the Ordinance section that applies to that use. If more than one Ordinance section applies, the applicant may designate which Ordinance section the proposed use is being submitted for approval under.

7. **Dimensional Standards.** Subject to modification as provided in subsections B, D, and E or a Planning Commission final determination to reduce required setbacks or to increase maximum building height made as a requirement and condition of site plan approval, the lot dimensional standards for land in the District are as follows, with these standards being based on the Table of Regulations in Section 3-900 as modified for the District and all Footnotes to that Table in Section 3-901:

   A. Table of District Lot, Area, and Bulk Regulations.

For Uses Listed in Districts:	Impervious Surface Max %	Min Lot Size-sf	Min Lot Width-ft	Max Building Height-ft	Front Setback-ft	Side Setback-ft	Rear Setback-ft
RM-2	50%	43,560	150'	36'	3-901.8	3-901.8	3-901.8
O-2	50%	43,560	100'	50'	35'	20'/40'	20'
C-1	50%	7,500	60’	24’	25’	15’/30’	20’
C-2	50%	9,000	70’	24’	25’	15’/30’	20’
C-3	50%	24,000	90’	40’	25’	20’/40’	20’
C-4	*50%*	*87,120*	*150’*	*40’*	*30’*	*20’/40’*	*20’*
HT-1	50%	21,780	100’	30’	25’	15’/30’	30’
HT-2	50%	43,560	120’	50’	35’	15’/30’	40’
M-1	50%	43,560	150’	30’	40’	15’/40’	40’

(ARTICLE III, DIVISION 3-7 SECTION 3-708 cont.)

B. As a modification of the maximum building height standards in the subsection A Table, the height of buildings for office establishments, multiple-family dwellings, and elderly care facilities shall not exceed 120 feet and shall not be more than ten (10) stories.

C. Variances from these standards may not be granted by the Zoning Board of Appeals for proposed uses that are only listed in the HT-1, HT-2, or M-1 Districts.

D. If an M-1 use is proposed adjacent to an existing multiple family use, side and rear yard setbacks shall be increased by 100% from the adjoining lot lines or unit boundaries of the multiple family use.

E. Setbacks from Telegraph Road., Elizabeth Lake Road. and Summit Drive shall be increased by 50% for M-1 uses.

8. Greenbelt and Landscaping Requirements. The greenbelt and landscaping requirements for land in the District are as follows:

A. Table of District Greenbelt Requirements.

For Uses Listed in Districts:	Greenbelt Requirements
C-1	• 20' wide along roads per Ordinance Section 3-702(5)(B)(2) • 5'-10' wide along property lines abutting residential districts per Ordinance Section 3-702(5)(B)(3) • 5'-10' wide along property lines abutting office and higher intensity use districts which lack screening per Ordinance Section 3-702(5)(B)(4)
C-2	• 20' wide along roads per Ordinance Section 3-702(5)(B)(2) • 5'-10' wide along property lines abutting residential districts per Ordinance Section 3-702(5)(B)(3) • 5'-10' wide along property lines abutting office and higher intensity use districts which lack screening per Ordinance Section 3-702(5)(B)(4)
C-3	• 20' wide along roads per Ordinance Section 3-702(5)(B)(2) • 5'-10' wide along property lines abutting residential districts per Ordinance Section 3-702(5)(B)(3) • 5'-10' wide along property lines abutting office and higher intensity use districts which lack screening per Ordinance Section 3-702(5)(B)(4)
C-4	• 20' wide along roads per Ordinance Section 3-702(5)(B)(2) • 5'-10' wide along property lines abutting residential districts per Ordinance Section 3-702(5)(B)(3) • 5'-10' wide along property lines abutting office and higher intensity use districts which lack screening per Ordinance Section 3-702(5)(B)(4)
HT-1	• 20' wide along roads per Ordinance Section 3-802(5)(B)(2) • 30' – 50' wide along property lines abutting residential per Ordinance Section 3-802(5)(B)(3) • 20'-30' wide along property lines abutting a use which lacks screening approved under this Ordinance
HT-2	• 20' wide along roads per Ordinance Section 3-802(5)(B)(2) • 30' – 50' wide along property lines abutting residential per Ordinance Section 3-802(5)(B)(3) • 20'-30' wide along property lines abutting a use which lacks screening approved under this Ordinance
M-1	• 20' wide along roads per Ordinance Section 3-802(5)(B)(2) • 30' – 50' wide along property lines abutting residential per Ordinance Section 3-802(5)(B)(3) • 20'-30' wide along property lines abutting a use which lacks screening approved under this Ordinance

A. For greenbelt widths expressed as a range, the actual width required shall be determined by the Planning Commission and made a requirement and condition of site plan approval.

B. For greenbelt widths expressed as a range, the actual width required shall be determined by the Planning Commission and made a requirement and condition of site plan approval.

C. For a proposed M-1 use, the height and/or quantity of required evergreen or deciduous tree and vegetation screening from what is required under Section 3-802 and the SPL Manual shall be determined by the Planning Commission and made a requirement and condition of site plan approval.

D. Prior to the Planning Commission's site plan approval for a proposed use with frontage on Telegraph Road, Elizabeth Lake Road, or Summit Drive, a conceptual Streetscape Plan for the entire frontage of the District on that street shall have been submitted to the Planning Commission. Consistency and compatibility, but not strict compliance, with the conceptual Streetscape Plan, which may be amended from time to time, shall be a requirement and condition of site plan approval for all subsequent proposed uses with frontage on that street.

9. Higher Intensity Use Standards For a proposed higher intensity, HT-1, HT-2, or M-1 use listed in Sections 3-802, 3-804, 3-805, and 3-806 to be considered a permitted principal use in the District under this Section, it must comply with all requirements and standards in this Section and all of the following:

A. No loading or unloading areas, outdoor storage areas, dumpsters, or above-ground accessory structures or buildings other than signs, screened exterior appliances, flag poles, sidewalks, non-motorized pathways, and improvements allowed or required by an approved Streetscape Plan, shall be allowed in the yard between the principal building for the use and Telegraph Road, Elizabeth Lake Road, or Summit Drive.

(ARTICLE III, DIVISION 3-7 SECTION 3-709.9 cont.)

B. Areas for loading/unloading, staging of trucks, trailers and equipment, or outdoor storage, shall be located within the interior of the zoning lot, and shall not be located in a yard adjacent to an existing residential use.

C. Any reports, studies, or plans that have been required by or prepared for any governmental entity or agency that contain Development Impact Analysis Report or Traffic Impact Analysis Report (as defined in Section 1-007)information reasonably related to a proposed use shall be submitted with the application for site plan review and approval of that proposed use by the Planning Commission.

D. Any requirements and conditions of site plan approval established by the Planning Commission regarding hours of operation, architectural compatibility of materials in the District, improved nonmotorized pathways, traffic calming, primary access to major arterial streets, mitigation of sources of noise and fumes, and performance standards under Division 2-2.

WATERFORD TOWNSHIP

AND

MICHIGAN ASSOCIATION OF POLICE
Representing the Dispatcher's Association

TENTATIVE AGREEMENT

May 20, 2020

WATERFORD TOWNSHIP
AND
MICHIGAN ASSOCIATION OF POLICE
Representing the Dispatcher's Association

TENTATIVE AGREEMENT

May 20, 2020

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1. Duration – 1 year

   January 1, 2020 through December 31, 2020

2. Wages – A 2% increase will be provided (a copy of the Wage Schedule is attached).

3. The Tentative Agreement is contingent upon ratification by both parties.

4. All other provisions will be carried forward

WATERFORD TOWNSHIP	WATERFORD TOWNSHIP DISPATCHERS ASSOCIATION/ MICHIGAN ASSOCIATION OF POLICE
_____	_____
_____	_____

WATERFORD TOWNSHIP

AND

COMMAND OFFICERS ASSOCIATION OF MICHIGAN

TENTATIVE AGREEMENT

May 6, 2020

WATERFORD TOWNSHIP

AND

COMMAND OFFICERS ASSOCIATION OF MICHIGAN

TENTATIVE AGREEMENT

May 6, 2020

1. Duration – January 1, 2017 – December 31, 2021

2. ARTICLE IV, ASSOCIATION SECURITY. Update to reflect right to work.

3. 6.3 Delete "per shift and for Detective Bureau"?

4. 6.5 Remove, "to provide the Association and"

5. 11.5 This article remains open for continued negotiation. The parties agree they each retain all rights regarding resolving this issue.

6. 14.1 Seniority in rank shall have preference on all shift preferences and such shift preferences shall take place **semi-annually. S**hift-pick, leave day selection, and vacation pick will commence in January and July. The actual shift change, and vacation periods will commence on the first Saturday in April and October. Employees, who will be on vacation, sick leave, etc. when the shift preference schedule is posted, shall before leaving submit an interdepartmental communication to their Bureau Commander stating their first and second choice of shift preference along with their leave day choices for each.

~~**A.**~~ 14.3 Employees shall be permitted to trade or exchange a work or leave day, provided that an employee shall only be permitted to trade or exchange two (2) days per pay period provided no overtime results from the change and subject to the approval of the shift commander, and said traded day must be repaid by a working day and not by a sick day of the employee within the same pay period; provided further that an employee shall not trade or exchange a day's work with another employee so as to give either employee a sixteen (16) hour working day. ~~An employee shall not be allowed to exchange more than 9 occurrences in a twelve-month period.~~

1. The term "trade or exchange" shall be defined as a trade or exchange of work or leave days with another employee of the same rank.

Example: Employee "A" is scheduled for a leave day on Friday March 9th and scheduled for a workday on Saturday March 10th.

Employee "B" is scheduled for a workday on Friday March 9th and scheduled for a leave day on Saturday March 10th.

Employee "A" and employee "B" agree to a trade on March 9th and 10th which looks like this:

Employee A will work on Friday March 9th for employee B as well as assume employee B's leave day on Saturday March 10th.

Employee B will work on Saturday March 10th for employee A as well as assume employee A's leave day on Friday March 9th.

1. Employees shall be permitted to move a previously scheduled leave day to a previously scheduled workday once per month, not to exceed nine times in any calendar year, subject to approval of the shift commander. Any such movement of leave days shall not create overtime and shall be done in accordance with current scheduling standards.

2. Leave days may be moved to accomplish a particular objective such as training and will not count against the above described one per month or nine per calendar year.

7. 14.6 A. Add "primary" after "preference on all"
B. Add "leave day selections" in place of "days off"

8. 14.11 Remove – 12-hour shifts.

9. 15.1 H. Annual cap on tuition will be $2,000.00 per member

10. 17.9 Start the paragraph, "Any member assigned to the Detective Bureau who serves as the "duty Detective" shall be paid $150.00 additional compensation for that week."

11. 18.1 First sentence; add "the office of the Chief of Police" in place of "his/her supervisor"
Second sentence; add "their Bureau Commander" in place of "his/her supervisor"

~~14. 20.5 All employees shall receive two vacation periods with pay. The summer vacation period shall be April 1st through September 30th. The winter vacation period shall be October 1st through March 31st of each year.~~

~~Seniority in rank shall have preference on all primary vacation picks within each bureau/shift/division, with the most senior employee having first preference, all in keeping with the needs of the department. Primary vacation picks shall take place semi-annually, commencing with the first Saturday in January and the first Saturday in July of each year, along with shift picks. All secondary vacation requests shall be granted on a first come first served basis subject to availability based on department scheduling standards.~~

~~Employees may select a maximum total of forty (40) accrued vacation days, in any combination between both semi-annual primary vacation picks. Vacation requests shall not be changed to any other form of PTO except twice per year an employee may change a vacation request to a personal leave day if they have a personal leave day available.~~

12. 20.5 All employees shall receive two vacation periods with pay. The summer vacation period shall be April 1st through September 30th. The winter vacation period shall be October 1st through March 31st of each year.

Seniority in rank shall have preference on all primary vacation picks within each bureau/shift/division, with the most senior employee having first preference, all in keeping with the needs of the department. Primary vacation picks shall take place semi-annually, commencing with the first Saturday in January, to be completed by March 1st, and the first Saturday in July, to be completed by September 1st, of each year, along with shift picks. All secondary vacation requests shall be granted on a first come first served basis subject to availability based on department scheduling standards.

Employees may select a maximum total of forty (40) accrued vacation days, in any combination between both semi-annual primary vacation picks. Vacation requests shall not be changed to any other form of PTO except twice per year an employee may change a vacation request to a personal leave day if they have a personal leave day available.

Service Credits

Buy back at 10% as stated in both contracts.

31.6 of MAP

28.5 of COAM

13. 21.1 Remove longevity

14. ARTICLE XXII
INSURANCE

22.1 – Health –

A. Eligible employees may choose during the Township's open enrollment period one of the following health insurance plans:

i. BCN HMO Option

Deductible Single/Fam	Co-Insurance most services	Embedded Co-Insurance Maximum*	Out of Pocket Maximum (Adjusted Annually)	In Network Primary Office Specialty Office Urgent Care Emergency	Prescription Drug
500/$1,000	80%/20%	**$1,500/$3,000**	$6,600/$13,200 (Adjusted Annually)	$30 $30 after deductible $30 after deductible $150 after deductible **	$10/$40/$80 Mail Order 2x 90 day

* Out of Pocket Maximum: applies to deductibles, copays and coinsurance for all covered services.

**Copay waived if admitted.

ii. BCBSM PPO Option Community Blue 4

	Deductible	Co-Insurance most	Embedded Co-Insurance	Out of Pocket Maximum *	In Network Primary	Prescription Drug

	Single/Fam	services	Maximum	(Adjusted Annually)	Office Specialty Office Urgent Care Emergency	See attached
CB 4 In Network Out of Network	$500/$1,000 $1,000/$2,000	80%/20% 60%/40%	**$1,500/$3,000** **$3,000/$6,000**	$6,600/$13,200 $13,200/$26,400 (Adjusted Annually)	$30 $30 $30 $150 Chiro: $30 copay	$10/$40/$80

* Out of Pocket Maximum: applies to deductibles, copays and coinsurance for all covered services.

The information for these plans, as the plan costs may vary from year-to year, will be maintained on-line at the ~~HR connection site~~ applicable portal website. ~~(www.hrconnection.com).~~

22.2 <u>Premium (or indicated rate) payments:</u>

In accordance with PA 152 of 2011, the Township will pay toward the premium (or indicated rate) the "hard cap" as established by the Michigan Department of Treasury from time to time with any excess to be paid by the employee through pay-roll deduction.

In accordance with PA 152 of 2011, the Township will pay the premium (or indicated rate). The annual costs are subject to any statutory increase in the "hard cap" with any excess to by paid by the employee through pay-roll deductions: The three insurance categories are: Single, Two-person and Family. Employees shall make insurance selections during the Township open enrollment period on-line at the applicable portal website. ~~(www.hrconnection.com).~~ website. If an employee fails to timely make a selection, the plan provided will default to "BCN" until the next open enrollment period.

22.3 Language for Health Care Reform:

A. The Township will comply with all provisions of the Patient Protection and Affordable Care Act [Public Law 111-148 of the 111th Congress, 42 U.S.C. 18001] or any actions taken in repealing or modifying the statute. As such, Health Insurance Plans may be subject to change in order to remain in compliance with same and avoid penalties.

B. The Township or the Union may reopen the Collective Bargaining Agreement to address repeal of the Patient Protection and Affordable Care Act, changes in

federal healthcare law or actions taken by the State legislature regarding retiree healthcare issues.

22.4 Employees who have health insurance provided to them through a spouse or by other means may elect to waive coverage and receive a payment of $80.00 for each pay period they waive coverage. Should the employee lose the alternative coverage, he/she may rejoin the Township plan at any time.

22.5 **Retiree Health Insurance and Medicare Supplement**

A. Retiree healthcare will be eliminated for all new hires on or after January 1, 2019. For those employees hired after January 1, 2019, the employer will contribute 3% of the employee's base wages with the employee contributing a matching 3% of base wages to a Retirement Health Savings Account. Exception: Those individuals already part-time employees as of January 1, 2019, who are hired permanently by September 1, 2019 will be considered hired before January 1, 2019 for eligibility purposes only.

B. For those employees hired prior to January 1, 2019, who are eligible for retiree health care, the following will apply:

C.

For eligible retirees with 25 years of service as defined in Articles 29.6 and 29.7 of the contract who were hired prior to January 1, 2019, they will receive the base PPO healthcare in effect at the time of retirement subject to the provisions below. The base coverage will be as noted above subject to the paragraphs below:

Retiree coverage includes coverage for eligible dependents between the ages of nineteen (19) and twenty-five (25) as defined by the carrier.

All retirees will sign up for Medicare Part A and B coverage.

A retiree who as a result of disability, is eligible for Medicare benefits prior to age 65 shall sign up for both Medicare Part A and Medicare Part B coverage. If the retiree fails to do so, the retiree will not be covered under the Township provided health care coverage.

All such coverage's will not be provided by the Township if comparable coverage is available from another source.

The retiree will receive the base PPO retiree health care benefits in effect at the time of their retirement which is presently Community Blue 4 subject to:

Should prescription benefits change for active employees, the Township, at its discretion, may provide the same benefits to retirees that are provided to active employees. All language in the contract contrary to the above, including Medicare language, will be deleted or modified where appropriate.

D. All retirees, at age 65, or upon becoming Medicare eligible, shall be provided a Medicare supplemental plan or Medicare advantage plan with the appropriate drug rider as noted in paragraph B above.

E. The Employer shall pay for family continuation coverage for eligible dependents between the age of nineteen (19) and twenty-five (25) on an as needed basis.

22.6 **Life Insurance** – The Township shall provide life insurance to each member of the Association in the amount of one and one-half (11/2) times the employee's annual salary (rounded to the next thousand) with accidental death and dismemberment protection for both occupational and non-occupational coverage. It is the intention of the parties hereto to have the individual covered twenty-four (24) hours a day.

22.7 **Dental** – Effective six (6) months following the employee's date of hire, the Township shall provide each employee, eligible spouse and children, with dental benefits providing coverage as described ~~in~~ on the applicable portal website. ~~(www.hrconnection.com).~~

22.8 The Township has a Blue Cross Vision Plan for each full-time employee and their families. The Employers contribution shall not exceed $150 dollars per year per member and any excess premiums shall be paid by the employee through payroll deduction. The schedule of benefits is described ~~in~~ on the applicable portal website. ~~(www.hrconnection.com)~~.

22.9 **Flexible Spending Accounts and Health Reimbursement Account.**

The Township shall establish Flexible Spending Accounts (FSAs) as governed by IRS Code 125 regulations. The FSA program year shall be from August 1 through July 31. Maximum contributions per employee are $2,500 of medical accounts and $5,000 for dependent care accounts. Upon completion of the program year, all funds remaining in either the medical or dependent care accounts shall revert to the Township to cover program costs as specified under IRS regulations

The Township shall maintain the Health Reimbursement Arrangement (HRA) accounts as governed by IRS Code 125 regulations. Effective 01/01/13 the Township shall no longer be responsible for making any contribution to the HRA.

HRAs will remain available to group members who retire. HRAs will remain available to group members who leave the Township prior to retirement for a period of one year for every five years of service to the Township. Furthermore, the Township will close the HRA of any former employee when the account balance is less than $1,000 for more than one plan year.

22.10 **Retire Dental Benefits**

Retirees shall be provided Delta Dental coverage. Surviving dependents of future deceased officers and surviving dependents of future retirees shall be provided with comparable

medical and dental insurance's, with the exception of the optical rider, at levels and same conditions provided active members of the Association.

The Employer will not be responsible for providing dental coverage for employees hired after January 1, 2019.

22.11 Employees that fail to notify the employer within thirty (30) days after a change in their dependent status will be required to reimburse the employer for all back premiums paid by the employer in behalf of such dependent(s) for whatever period of time was involved.

22.12 If the surviving dependent(s) has medical insurance available from another source, no such insurance will be provided by the Township. This benefit shall cease when the surviving spouse becomes eligible for Medicare or Medicaid or remarries, whichever occurs first.

22.13 Where less than comparable coverage is available for surviving dependents, the Township may elect to provide only the additional coverage necessary to upgrade coverage to the equivalent of the Township's coverage.

22.14 For eligible Members hired before January 1, 2019 and the surviving dependents of retirees shall be eligible for the foregoing insurance based upon length of service of the retiree on the following basis:

Minimum of twenty-five (25) years of service – the Township shall pay one hundred percent (100%) of the premium.

Minimum of twenty (20) years of service – the Township shall pay seventy five percent (75%) of the premium.

Minimum of fifteen (15) years of service – the Township shall pay fifty percent (50%) of the premium.

22.15 For Officers hired before January 1, 2019, the service requirement above shall not apply to duty disability retirements, or retirements at, or above the age of sixty (60), except deferred retirement or voluntary separation.

22.16 The Township may change insurance carriers where the change provides comparable or better healthcare coverage for employees. Prior notification and discussion with the Union before any final decision is made will occur. The Union may request the Township's Agent of Record, if any, to attend these meetings.

Any dispute regarding comparable coverage will be decided under the grievance procedure.

22.17 For Members hired before January 1, 2019, the Township shall provide an employee who has taken a job related disability retirement and dependents with Blue Cross/ Blue Shield coverage presently provided bargaining unit members until the job related disability retiree reaches age 55, at which time a normal retirement shall be taken, provided if the retiree obtains of her employment which provides this insurance coverage or becomes eligible for other coverage, such Blue Cross/ Blue Shield coverage provided by the Township shall cease. In the event this other coverage is discontinued, the Township shall re-instate its retiree coverage.

15. 23.5 Employees may use two (2) sick days as personal leave days subject to the same advance notice and approval process, all in accordance with department scheduling standards.

16. ARTICLE XXVIII, PENSION.

28.1 A pension plan for all police officers in the unit hired prior to November 1, 2014 will be provided under the terms of Act 345 of Public Acts of 137 as amended by the parties.

A. Effective January 1, 1987. Annuity Withdrawal: Police Officers, in the bargaining unit shall have available to them, in addition to the retirement options already in place, an annuity withdrawal option as follows:

1. Definition: The annuity withdrawal is the option that allows members to withdraw their accumulated contributions (with interest) at retirement and thereby forfeit the portion of their retirement allowance which was financed by their contributions.

2. Application: A member wishing to elect this option must ma e written application to the Act 345 Pension Board, no later than one hundred twenty (120) days prior to the effective date of his retirement.

3. Waiver of Notice: The Pension Board shall issue the member's annuity payment within one hundred twenty (120) days of the date of the member's retirement.

   The one hundred twenty (120) day notice may be waived at the sole discretion of the Pension Board, however, under no circumstances can it be increased.

4. Computation of Annuity: The parties agree that Merrill-Lynch Bond Index will be used for the purposes of computing the annuity withdrawal option. The most current index prior to the option is only available for normal service retirement. A member who elects the annuity withdrawal option shall have his annual pension reduced accordingly as determined by the Pension Board Actuaries.

28.2: Three (3) of Ten (10): The parties agree that for purposes of computing retirement benefits known as Final Average Compensation (FAC) shall be based on the highest three (3) of the last ten (10) years of employment prior to retirement for all police officers in the unit. This benefit to be fully paid by the Employer and with no increase in the employee's retirement contribution. The highest three (3) years shall be determined by the employee's selection of one of the following options:

A. The last three consecutive years of employment from date of retirement, or

B. Any three of the last ten (10) calendar years of employment prior to retirement.

C. The definition of Final Average Compensation includes the following:

Base Salary, Overtime and Holiday Pay.

28.3: Multiplier: All eligible police officers in the bargaining unit, the pension multiplier used to compute the annual pension shall be 2.50 percent for all years of service up to a maximum of seventy-five (75%) percent of Final Average Compensation (FAC). This benefit to be fully paid by the Employer. The pension benefit shall not be re-computed when the employee receives Social Security payments, and the multiplier shall remain at 2.50 percent of FAC.

28.4: Non-duty death survivor's pension benefits eligibility shall be vested at ten (10) years of service.

28.5: Service Credit - When computing a member's service credit, the member shall be given service credit for not more than five (5) years combined active military service to the United States Government and/or prior full-time paid law enforcement or crime scene investigator time, who is employed subsequent to this service. Service Credit shall be granted upon payment to the retirement system of ten (10%) percent of their full-time or equated full-time compensation for the previous 26 full pay periods multiplied by the years of service that the member elects to purchase up to the maximum. Service shall not be creditable if it is or would be creditable under any other Federal, State or locally publicly supported retirement system, but this restriction shall not apply to those persons who have or will have acquired retirement eligibility under the Federal Government for service in the Reserves, i.e.: A member with two (2) years of military service for the American Armed Forces may purchase up to two (2.) years of credit. Assuming the member purchases the two (2) years military credit, then the member will only have to work twenty-three (23) years to satisfy the twenty-five (25) year service requirement for normal or voluntary retirement.

28.6 Service Retirement/Voluntary Retirement. An eligible Member who has twenty-five (25) or more years of service, may leave the service and receive the full retirement benefits payable throughout their life as provided from their straight life (regular) pension amount.

28.7 Duty Disability Pension. A duty disability pension shall be as provided in Section 6(2 (b) of Act 345 of the Public Acts of 1937, except the disability benefits to age 55 shall be based on a multiplier of 62.5%.

28.8 Employees retiring under a duty disability pension shall be allowed to select the survivor's benefits options I or II.

~~28.9 DEFERRED RETIREMENT OPTION PLAN (DROP)~~

~~Any member who was in the DROP program prior to December 31, 2011, shall be grandfathered in and retain this benefit as described in Section 28.9 of the 2008-2011 Collective Bargaining Agreement.~~

28.9 ~~Eligible employees hired after January 1, 2004 shall have pension benefits calculated based on the following formula, provided, however, if the Patrol Union enters into a revised new-hire pension provision, that provision will be incorporated in this Agreement by a Memorandum of Understanding:~~

~~2.3% multiplier for 25 years~~
~~1.5% multiplier for beyond 25 years~~
~~Normal Retirement eligibility at age 55 with 25 years of service or 60 with 10 years~~
~~FAC based on best 3 of last 5 years~~
~~FAC includes Base + Holiday+ Overtime~~
~~Cap at 34 years (71%)~~

28.9 Any member who was receiving Defined Contribution payments as of December 31, 2011, shall be grandfathered in and retain this benefit as described in Section 28.11 of the 2008-2011 Collective Bargaining Agreement.

28.10 The Township will allow a member of the Union, who is a member of the Waterford Township Police and Fire Pension Board to attend annual MAPERS meetings and receive regular pay for those days of the meetings which would be regular workdays.

28.11 The Township will allow, subject to the approval of the Director of Fiscal and & Human Resources, a member of the Union who is a member of the Waterford Township Police and Fire Pension Board time off to attend meetings, conferences, and seminars in accordance with the pension board's trustee education policy.

28.12 <u>Employer Pick-Up Contributions.</u> There is hereby created an employer "pick- up" program whereby employee contributions to the Retirement System shall be paid by the Township in lieu of contributions by the employees. The terms and conditions of such contributions shall be in accordance with the provisions of the Internal Revenue Code Section 414(h)(2) and related Treasury Regulations and applicable law.

<u>Member Contributions.</u> Upon implementation, the Township shall,

solely for the purpose of compliance with Section 414(h) of the Internal Revenue Code, pick up, for the purposes specified in that section, all member contributions required by the Retirement System based upon a percentage of all salary earned by the member after implementation. The provisions of this section are mandatory, and the member shall have no option concerning the pick- up or to receive the contributed amount directly instead of having them paid by the Township to the Retirement System. In no event may implementation occur other than at the beginning of a pay period.

Tax Treatment. Member contributions picked up under the provisions of this section shall be treated as Township contributions for purposes of determining income tax obligations under the Internal Revenue Code; however, such picked up member contributions shall be included in determination of the member's gross annual salary for all other purposes under federal and state laws. Members' contributions picked up under this section shall continue to be designated member contributions for all purposes- of the Retirement System and shall be considered part of the member's salary for purposes of determining the amount of the member's contribution.

28.13 Defined Benefit Pension will no longer apply to any full-time Police Officer hired on or after November 1, 2014. A Defined Contribution Pension is provided with the following benefits:

12% Employer Contribution to the Defined Contribution Plan and 3% by the Employee to the Defined Contribution Plan.

28.14 A Disability Pension for the Defined Contribution Plan is as follows:

a. Upon the application of a member or the member's department head, a member who becomes totally incapacitated for duty by reason of a personal injury or disease occurring as the natural and proximate result of causes arising out of and in the course of the member's employment by the municipality shall be retired by the retirement board consistent with Act 345.

The Township's liability for the disability benefit shall be offset by the lifetime annuity value of the employee's 401(a) defined contribution retirement account, determined as of the effective date of the employee's disability-related separation from service.

b. Upon the employee's disability-related separation from service, the employee will elect to draw on the balance in the DC account to supplement the employee's net disability pay.

33.2 Delete

17. **Required Administrative Time**

All Command Officers shall be required to complete the 15 minutes of required administrative time at the time arranged with the Department. Command officers shall

prepare for and conduct a lineup, debrief the off-going and on-coming Command Officer, prepare and review Departmental reports and information and perform other administrative duties as assigned. Command Officers shall be reimbursed for the required administrative time at the rate of time and one-half for each day the Command Officer is on duty and works the required administrative time. This Section shall not change any contractual references to "day" or "workday" which shall continue to mean eight (8) hours.

18. This agreement shall be effective, (date)_____ and shall remain in force until, (date)_____, 11:59 pm. It shall be automatically renewed from year to year in full force and effect thereafter for a successive period of one (1) year unless either party shall, on or before the sixtieth (60th) calendar date prior date prior to the expiration date, serve written notice which may be done electronically on the other party of a desire to terminate, modify, alter, negotiate, , change or amend this Agreement.

WATERFORD TOWNSHIP	COMMAND OFFICERS ASSOCIATION OF MICHIGAN
_____	_____
BY: DATE	BY: DATE
_____	_____
BY: DATE	BY: DATE
_____	_____
BY: DATE	BY: DATE

June 2020
Waterford Township
Community Development Block Grant Program (CDBG): Substantial Amendments In Response to COVID-19 Briefing Information:

AMENDMENT SUMMARY

In the event of a declared disaster or emergency, it may be necessary to expedite substantial amendments to the Consolidated Plan, Action Plan and or Citizen Participation Plan. These amendments may include accepting new or additional funding, funding new activities and/or the reprogramming of funds, including canceling activities to meet needs resulting from a declared disaster or emergency.

In response to the Coronavirus Pandemic (COVID-19) the U.S. Department of Housing and Urban Development (HUD) has informed the Charter Township of Waterford that it will receive $214,575 as a special allocation of Community Development Block Grant Coronavirus (CDBG-CV) funds to be used to prevent, prepare for, and respond to the coronavirus (COVID-19). This allocation was authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, which was signed by the President on March 27, 2020, to respond to the growing effects of this historic public health crisis.

Waterford Township is part of the Oakland County HOME Consortium, which provides for a coordinated effort among its partner communities to develop their Consolidated Plan and Annual Action Plans. This coordinated effort helped with each partner community's emergency and public health response to prevent, prepare for, and respond to COVID-19. To that end, the Township has developed a comprehensive operational and funding plan utilizing CDBG-CV funds which WILL BE ADOPTED by the Waterford Township Board of Trustees on June 22, 2020.

Waterford Township's 2016 - 2020 Consolidated Plan, the 2019 Annual Action Plan, and Citizen Participation Plan will be amended to enable the Township to receive and administer the $214,575 of CDBG-CV funding and any other funding that may be made available to the Township through the CARES Act or other such federal allocations administered by HUD in the event of a declared national or local emergency.

2015-2019 CONSOLIDATED PLAN AND FY 2019 ACTION PLAN AMENDMENTS

CDBG-CV ($214,575): CDBG-CV is to be used to prevent, prepare for, and respond to the coronavirus (COVID-19). In planning for the utilization of the funds, Waterford Township will prioritize the unique needs of low- and moderate-income person and the development of partnerships between all levels of government and the private for-profit and non-profit sectors.

Per HUD guidance, potential CDBG-eligible activities to support the COVID-19 response may include, but are not limited to:

Building and improvements, including public facilities such as constructing testing and diagnosis, or treatment facility; rehabilitation of a community facility to establish an infectious disease treatment clinic; acquisition and rehabilitation, or construction of a group living facility that may be used to centralize patients undergoing treatment; rehabilitation of a commercial building or closed school building to establish an infectious disease treatment clinic, e.g. by replacing the HVAC system; acquisition and rehabilitation of a motel or hotel building to expand the capacity of hospitals to accommodate isolation of patients during recovery; or to make interim improvements to private properties to enable an individual patient to remain quarantined on a temporary basis;

Assistance to businesses, including special economic development activities such as providing grants or loans to support new business expansion to create jobs and manufacture medical supplies necessary to respond to infectious disease; avoid job loss caused by business closures related to social distancing by providing short-term working capital assistance to small businesses to enable retention of jobs held by low- and moderate-income persons; or to provide technical assistance, grants, loans, and other financial assistance to establish, stabilize, and expand microenterprises that provide medical, food delivery, cleaning, and other services to support home health and quarantine;

Public services such as emergency grant payments for rent and utilities, job training to expand the pool of health care workers and technicians that are available to treat a disease within a community; provide testing, diagnosis or other services at a fixed or mobile location; increase the capacity and availability of targeted health services for infectious disease response within existing facilities; provide equipment, supplies, and materials necessary to carry out a public service; deliver meals on wheels to quarantined individuals that need to maintain social distancing due to medical vulnerabilities;

Planning, capacity building, and technical assistance such as gathering data and developing non-project specific emergency infectious disease response plans; and

Any other activity allowed under current CDBG regulations.

Additional CDBG funding made available to Waterford Township by HUD through the CARES Act is unknown as this time but will be used for the same purpose of the initial allocations indicated above which is to prevent the spread of coronavirus 19 (COVID-19) and facilitate assistance to eligible communities, households, and persons economically impacted by COVID-19.

The CARES Act adds additional flexibility for both the CDBG-CV grant and, in some cases, for the annual CDBG grants. It also authorizes the Secretary to grant waivers and alternative requirements of statutes and regulations the Secretary administers in

connection with the use of CDBG-CV funds and CDBG funds. To expedite and facilitate the use of funds, Waterford Township will, as necessary, avail itself of the additional flexibility being provided, request available waivers, and request permission to use alternative requirements of statues and regulations with the use of CDBG-CV funds.

Further guidance defining what qualifies as CDBG-CV response, and other information, is forthcoming from HUD but for now it is understood that the public services cap is suspended for CDBG-CV funds. The CARES Act allows for unlimited COVID-19 related pre-award costs, but reimbursement of eligible costs is only applicable for new CDBG-CV funding and does not apply to 2019 or 2020 CDBG funds. Limitations on pre-award costs for prior year awards still apply.

All eligible CDBG activities must meet one of the national objectives which are: (1) Benefit to low- and moderate-income (LMI) persons; (2) Aid in the prevention of slums or blight; and (3) Meet a need having a particular urgency. The Township may undertake CDBG-eligible activities to meet needs resulting from declared disasters or emergencies under any one of the three national objectives

WATERFORD TOWNSHIP'S CDBG-CV ACTIVITIES:

Listed below are the proposed CDBG-CV Program activities intended to be funded under the $215,575 allocation from HUD.

Following a summary of each activity is the HUD regulation staff believes enables the Township to undertake the activity with CDBG-CV funds.

RENTAL SUBSITANCE PAYMENT PROGRAM

Activity Type: 05Q
National Objective: LMC
Budget: $60,000
Projected Start/End Date: June 2020 – September 2022
Location Description: Township Wide

Provide rental payment subsistence assistance to impacted Waterford Township residents who have lost their job, been furloughed, or had their hours reduced because of the economic impact of COVID-19. Assistance can be provided one-time or short-term for up to three months. Payments are made directly to the landlord or vendor providing the housing on behalf of the qualified resident. Eligible residents include those living in households with incomes at or below 80% AMI and can provide documentation of need due to the applicable impact of COVID-19, etc. Assistance will be provided to qualified rental households on a first come first serve basis until the allocated funds are exhausted or the assistance program is no longer found to be necessary. Assistance cannot exceed the actual cost of the rent and shall be in the spirit area FMR as well as HUD's standard of rent reasonableness. ***24 CFR § 570.207 (4)*** *Income payments states The general rule is that CDBG funds may not be used for income payments. For purposes of the CDBG program, "income payments" means a series of subsistence-type grant payments made to an individual or family for items*

such as food, clothing, housing (rent or mortgage), or utilities, but excludes emergency grant payments made over a period of up to three consecutive months to the provider of such items or services on behalf of an individual or family.

PUBLIC SERVICE ASSISTANCE FOR NON-PROFIT AGENCIES PROGRAM
Activity Type: 05
National Objective: LMC
Budget: $60,000
Projected Start/End Date: May 2020- September 2022
Location Description: Township-Wide

Assistance to non-profit agencies in providing basic needs to support activities that relate to their coronavirus and other infectious disease responses. Services may include, but are not limited, to activities to assist senior services, food banks, substance abuse, domestic violence survivors, housing legal services, food and shelter, and additional case management opportunities. Assistance will be provided to qualified non-profit agencies on a first come first serve basis until the allocated funds are exhausted or the assistance program is no longer found to be necessary. ***24CFR570.201(e)*** *Public services. Provision of public services (including labor, supplies, and materials) including but not limited to those concerned with employment, crime prevention, child care, health, drug abuse, education, fair housing counseling, energy conservation, welfare (but excluding the provision of income payments identified under §570.207(b)(4)), homebuyer down payment assistance, or recreational needs. To be eligible for CDBG assistance, a public service must be either a new service or a quantifiable increase in the level of an existing service above that which has been provided by or on behalf of the unit of general local government (through funds raised by the unit or received by the unit from the State in which it is located) in the 12 calendar months before the submission of the action plan. (An exception to this requirement may be made if HUD determines that any decrease in the level of a service was the result of events not within the control of the unit of general local government.) The amount of CDBG funds used for public services shall not exceed paragraphs (e) (1) or (2) of this section, as applicable:*

PUBLIC SERVICE COVID-19 RESPONSE SUPPORT PERFORMED BY FIRST RESPONDERS
Activity Type: 05
National Objective: Urgent Needs
Budget: $60,000
Projected Start/End Date: May 2020- September 2022
Location Description: Township-Wide

Support provided to assist COVID-19 response performed by the Township's first responders. Support includes equipment, supplies, and materials necessary to carry-out COVID-19 response services performed by first responders for Township residents. Assistance will be provided until the allocated funds are exhausted or the support program is no longer found to be necessary. ***24CFR570.201(e)*** *Public services. Provision of public services (including labor, supplies, and materials) including but not limited to those concerned with employment, crime prevention, child care, health, drug abuse, education, fair housing counseling, energy conservation, welfare (but excluding the provision of income payments identified under*

§570.207(b)(4)), homebuyer down payment assistance, or recreational needs. To be eligible for CDBG assistance, a public service must be either a new service or a quantifiable increase in the level of an existing service above that which has been provided by or on behalf of the unit of general local government (through funds raised by the unit or received by the unit from the State in which it is located) in the 12 calendar months before the submission of the action plan. (An exception to this requirement may be made if HUD determines that any decrease in the level of a service was the result of events not within the control of the unit of general local government.) The amount of CDBG funds used for public services shall not exceed paragraphs (e) (1) or (2) of this section, as applicable:

PROGRAM ADMINISTRATION:
Activity Type: 21A
National Objective: N/A
Budget: $34,575
Projected Start/End Date: May 2020- September 2022
Location Description: N/A

Funds will be provided for the general administration of the CDBG-CV Program. This will include necessary supplies, services, capital expenses, and the wages and fringe benefits for the percentage of time spent by staff in administering the overall CDBG-CV Program. ***24CFR570.206*** *Payment of reasonable administrative costs and carrying charges related to the planning and execution of community development activities assisted in whole or in part with funds provided under this part and, where applicable, housing activities (described in paragraph (g) of this section) covered in the recipient's housing assistance plan. This does not include staff and overhead costs directly related to carrying out activities eligible under 570.201 through 570.204 since those costs are eligible as part of such activities.*

CITIZEN PARTICIPATION PLAN AMENDMENTS:

As part of this amendment, Waterford Township has also revised the Community Development Block Grant Citizen Participation Plan so that existing and new funding during a nationally or locally declared disaster may be allocated or re-allocated in an expedited time frame. Along with other minor changes, in general the amendment addresses accommodations for reasonable notice and opportunity to comment while limiting public gatherings in the event that a nationally or locally disaster or emergency is declared. Specifically, for CDBG funding under the CARES Act and funding for FY 2019-2020, the Township may provide a 5-day notice of a proposed off- cycle change as allowed under a HUD waiver. The amended plan is provided on the Township's website.

OPPORTUNITY FOR PUBLIC COMMENT:

The Consolidated Plan, Action Plan and Citizen Participation Plan amendments were available for a 5-day public review and comment period from June 12, 2020 to June 23, 2020. In addition, comments may be heard at the public hearing scheduled at the Waterford Township Board meeting on June 22, 2020.

Citizens wishing to submit written comments during the public review and comment period may e-mail them to: rmerinsky@waterfordmi.gov Comments can also be made by phone at: (248) 674-6247 between the hours of 8:00am and 4:30pm, Monday through Friday or be mailed, postmarked no later than June 23, 2020, to the following:

Waterford Township
Development Services Department
Attn: Rob Merinsky, Director
5200 Civic Center Drive
Waterford, MI 48329

A RESOLUTION APPROVING AMENDMENTS TO THE WATERFORD TOWNSHIP COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM'S 2016-2020 CONSOLIDATED PLAN, THE 2019 ANNUAL ACTION PLAN, AND THE CITIZEN PARTICIPATION PLAN TO ACCOMMODATE COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING RELATED TO THE CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY ACT ("CARES" ACT)

WHEREAS, Waterford Township (the "Township") has been participating in the United States Department of Housing and Urban Development (HUD) Community Development Block Grant(CDBG) program; and

WHEREAS, on April 25, 2015, the Waterford Township Board of Trustees (the "Board") approved the 2016-2020 Consolidated Plan ("Con Plan"), which established the funding priorities for CDBG programs; and

WHEREAS, the Township is required by HUD to, each year, to adopt an Annual Action Plan ("AAP") to allocate CDBG funds to eligible projects and activities; and

WHEREAS, on June 25, 2019, the Board approved the 2019 AAP, which describes how the Township's use of CDBG funds and addresses the priorities in the 2016-2020 Con Plan; and

WHEREAS, the Township is required to follow a Citizen Participation Plan for its CDBG Program. The Township's CDBG participation plan applies to the preparation of the Township's CDBG planning and reporting components as well as the implementation of CDBG-funded projects.

WHEREAS, United States Congress recently passed the Coronavirus Aid, Relief, and Economic Security (CARES) Act and the President signed it into Law on March 27, 2020 authorizing $2.2 trillion in a variety of stimulus measures to prevent, prepare for, and respond to the COVID-19 pandemic; and

WHEREAS, the CARES Act provides $2 billion for the Community Development Block Grant (referred to as "CDBG CV") programs, of which, the Township will receive $214,575 in CDBG-CV funds; and

WHEREAS, CDBG-CV funds are new funding sources related to the COVID-19 pandemic, which were not contemplated in the 2016-2020 Con Plan, the 2019 AAP, nor the Citizen Participation Plan; therefore, on June 22, 2020, the Board considered Amendments to the 2016-2020 Con Plan, the 2019 AAP, and the Citizen Participation Plan that address CDBG-CV funding requirements related to the CARES Act; and

WHEREAS, due to the emergency nature of COVID-19 pandemic, certain HUD regulations have been waived or modified in order to expedite the release and expenditure of CDBG-CV funding, including but not limited to, the reduction from 30 days to five days for public review of Action Plan and Consolidated Plan substantial amendments and the use of

virtual meetings to facilitate public hearings providing reasonable access and notification for public comment are provided; and

WHEREAS, notice was published in the Oakland Press on June 11, 2020 and online on the website of the Community Development page of Development Services Department regarding a Township Board public hearing and the availability of the draft Amendment s to the 2016-2020 Con Plan, the 2019 AAP, and Citizen Participation Plan for public review and comment; and

WHEREAS , the draft Amendments to the 2016-2020 Con Plan, the 2019 AAP, and Citizen Participation Plan were prepared, published and posted online under the Community Development webpage of the Waterford Township Development Services Department to satisfy a five-day public review and comment period from June 12, 2020 to June 23, 2020; and

NOW, THEREFORE, the Board DOES HEREBY RESOLVE as follows:

SECTION 1. That the amendments identified in Substantial Amendment 2020-1 to the 2016-2020 Con Plan, 2019 AAP, and Citizen Participation Plan are hereby adopted, and the Township Supervisor or the Supervisor's designee is authorized to execute all documents relating thereto deemed necessary by HUD or the Township and to execute all implementing and related documents and agreements, including, but not limited to, grant and loan agreements with sub-recipients for all approved CDBG-CV programs and projects.

SECTION 2. That $214,575 in CDBG-CV funds are hereby allocated to the CDBG-CV projects and programs as indicated in Substantial Amendment 2020-1 of 2016-2020 Con Plan and 2019 AAP.

SECTION 3. That the 2016-2020 Con Plan and the 2019 AAP, as amended by this Resolution, projects and programs shall undergo an environmental review prior to any release of funds consistent with the Program Regulations found in 24 CFR, Part 58.6 and the Township Supervisor or the Supervisor's designee is authorized to execute all environmental documentation required by HUD.

RESOLUTION DECLARED ADOPTED.

YEAS:_____

NAYS:_____

STATE OF MICHIGAN)
)ss
COUNTY OF OAKLAND)

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Waterford, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a regular meeting of the Township Board, held on the 22nd day of June, 2020, the original of which is on file in my office.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this _____ day of _____, 20___.

Clerk, Charter Township of Waterford

Executive Summary of Substantial Amendment 2020-1: An Amendment to the Consolidated Plan 2016-2020, 2019 Annual Action Plan, and Citizen Participation Plan to facilitate CDBG-CV Funding

BACKGROUND

The March 27, 2020 passage of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, provides $5 billion in Community Development Block Grant funds to be used to prevent, prepare for, and respond to the Coronavirus (COVID-19). As an entitlement community, Waterford Township received $215,575 in Community Development Block Grant-Coronavirus (CDBG-CV) funds from the Department of Housing and Urban Development (HUD). To expedite the disbursement of the Township's new CDBG-CV funds, via 24 CFR 5.110, the CARES Act authorized HUD to grant waivers to the public notice, public comment, and citizen participation plan requirements found in 24 CFR 91.105(2) and (k) and 24 CFR 91.40.

In addition to the public notice/comment waivers, the CARES Act also established the following regulatory waivers, all of which, Waterford Township will utilize under proposed Amendment 2020-1:

1. The public services cap of 15% is suspended for the Township's CDBG- CV funds.
2. The CARES Act permits the use of virtual public hearings when necessary for public health reasons.
3. The CARES Act permits Citizen Participation Plan Amendments and other Plan publications to occur concurrently. The Substantial Amendment to Waterford Township's 2016-2020 Con Plan will result in the allocation of $215,575 of CDBG-CV funds and further address the Township's effort to comply with HUD's regulatory requirements in administering the community's CDBG Program, including CDBG-CV funds. The Amendment to the Township's Citizen Participation Plan will expedite the Township's disbursement of funds and accelerate the Township's COVID-19 recovery efforts.

Substantial Amendment 2020-1 amends the following areas of the existing Con Plan, 2019 Annual Action Plan, and Citizen Participation Plan in response to the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) and various waivers provided by the U.S. Department of Housing and Urban Development (HUD):

<u>2016-2020 Consolidated Plan</u>

- **SP-25 PRIORITY NEEDS – 91.415,91215(a)(2)**
  Revised Priority Needs section to direct CDBG-CV funds in accordance with HUD guidelines (COVID-19 Response and Recovery).
- **SP-35 ANTICIPATED RESOURCES – 91.420(b),91.215(a)(4), 91.220(c)(1,2)**
  Updated Available Resources section to account for CDBG-CV Funds
- **SP-45 GOALS – 91.415, 91.215(a)(4)**
  Revised Goals section to direct CDBG-CV funds in accordance with HUD guidelines (COVID-19 Response and Recovery).

2019 Annual Action Plan

- **AP-05 EXECUTIVE SUMMARY – 91.200(c), 91220(b)**
  Added language to the Executive Summary Section to direct CDBG-CV funds in accordance with HUD guidelines (COVID-19 Response and Recovery).
- **AP-15 EXPECTED RESOURCES – 91.420(b), 91.220(c)(1,2)**
  Updated Available Resources section to account for CDBG-CV Funds
- **AP-20 ANNUAL GOALS AND OBJECTIVES -91.420, 91.220©(3)&(e)**
  Revised Goals section to direct CDBG-CV funds in accordance with HUD guidelines (COVID-19 Response and Recovery).
- **AP-35 PROJECTS – 91.420,91.220(d)**
  Updated project list to account for CDBG-CV funded activities
- **AP-38 PROJECT SUMMARY**
  Updated project summary table to account for CDBG-CV funded activities

Citizen Participation Plan

- Updated language that clarifies the expedited process and use of waivers provided by HUD under the CDBG-CV allocation.

AMENDMENTS TO THE CONSOLIDATED PLAN

A copy of Waterford Township's 2016-2020 Consolidated Plan (Con Plan) can be found on the Township's webpage. The following are the proposed amendments to the Con Plan to direct CDBG-CV funds in accordance with HUD guidelines (COVID-19 Response and Recovery)..

SP-25 PRIORITY NEEDS – 91.415, 91.215(a)(2)

Under Substantial Amendment 2020-1, Waterford Township will update its Priority Needs Summary Table by adding an 8th priority need to accommodate CARES Act response with CDBG-CV funds (amendment language in italics below).

8	***Priority Need Name***	***Emergency Response***
	Priority Level	***High***
	Population	***Extremely Low*** ***Low*** ***Moderate*** ***Middle*** ***Large Families*** ***Families with Children*** ***Elderly***
	Geographic Areas Affected	***Entitlement Community***
	Associated Goals	***Public Services***
	Description	***Response to declared disaster or emergency event***
	Basis for Relative Priority	***The March 27, 2020 passage of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, provides $5 billion in Community Development Block Grant funds to be used to prevent, prepare for, and respond to the Coronavirus (COVID-19). As an entitlement community, Waterford Township received $215,575 in Community Development Block Grant-Coronavirus (CDBG-CV) funds from the Department of Housing and Urban Development (HUD). To expedite the disbursement of the Township's new CDBG-CV funds, via 24 CFR 5.110, the CARES Act authorized HUD to grant waivers to the public notice, public comment, and citizen participation plan requirements found in 24 CFR 91.105(2) and (k) and 24 CFR 91.40.***

SP-35 ANTICIPATED RESOURCES – 91.420(b), 91.215(a)(4), 91.220(c)(1,2)

Under Substantial Amendment 2020-1, Waterford Township will add the following language to the Anticipated Resources introduction section (amendment language in italics below).

The Office of Community Planning and Development at the U.S. Department of Housing and Urban Development (HUD) allocated $215,575 of CDBG-CV funds on April 2, 2020. CDBG-CV funds may be used to assist in the Township's response to the effects of the Coronavirus pandemic, such as community development needs including the provision of post-COVID-19 recovery emergency assistance to non-profits, small businesses, and low and moderate income residents.

Under Substantial Amendment 2020-1, Waterford Township will update its "Anticipated Resources" table to include expected CDBG-CV funding (in italics). Note, while the CDBG-CV funding has been added, CDBG allocations noted in the updated "Expected Resources" table date from the initial 2016- 2020 ConPlan fiscal year will remain unchanged.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	390,000	20,000	145,000	555,000	1,591,750	Approximately $390,000 in CDBG entitlement grant funds each program year plus approximately $20,000 in program income generated each program year
CDBG-CV	***public - federal***	***Prevent, Prepare, and respond to COVID 19***				***$214,575***		***Special Allocation of Funding***

SP-45 GOALS – 91.415, 91.215(a)(4)

Under Substantial Amendment 2020-1, Waterford Township will update its Goal Summary table by adding an 8th goal to accommodate CARES Act response with CDBG-CV funds (amendment language in italics below).

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
8	***Emergency Response***	***2020***	***2022***	***Emergency response to COVID 19***	***Waterford Township***	***Emergency Response***	***CDBG-CV $214,575***	***Other: $215,575 other***

Under Substantial Amendment 2020-1, Waterford Township will update its Goal Description table by adding an 8th goal description to accommodate CARES Act response with CDBG-CV funds (amendment language in italics below).

8	Goal Name	***Emergency Response***
	Goal Description	***Emergency response to prevent, prepare for and respond to declared disasters and emergency events like coronavirus***

AMENDMENTS TO THE 2019 ANNUAL ACTION PLAN

A copy of Waterford Township's 2019 Annual Action Plan (AAP) can be found on the Township's webpage. The following are the proposed amendments to the AAP to direct CDBG-CV funds in accordance with HUD guidelines (COVID-19 Response and Recovery).

AP-05 EXECUTIVE SUMMARY – 91.200(c), 91220(b)

Under Substantial Amendment 2020-1, Waterford Township will add the following language to the introduction section (amendment language in italics below).

The March 27, 2020 passage of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, provides $5 billion in Community Development Block Grant funds to be used to prevent, prepare for, and respond to the Coronavirus (COVID-19). As an entitlement community, Waterford Township received $215,575 in Community Development Block Grant-Coronavirus (CDBG-CV) funds from the Department of Housing and Urban Development (HUD). To expedite the disbursement of the Township's new CDBG-CV funds, via 24 CFR 5.110, the CARES Act authorized HUD to grant waivers to the public notice, public comment, and citizen participation plan requirements found in 24 CFR 91.105(2) and (k) and 24 CFR 91.40.

The CARES Act also authorized the HUD Secretary to grant waivers and alternative requirements related to the use of CDBG-CV funds, including the suspension of the 15 percent cap on funding for public services; reducing the public comment period for consolidated plan and action plan amendments to five days, and allowing the option of virtual hearings, To expedite and facilitate the use of these funds Waterford Township will, as necessary, avail itself of the additional flexibility being provided, request available waivers, and request permission to use alternative requirements of statutes and regulations with the use of CDBG-CV funds. All eligible CDBG-CV activities must meet one of the national objectives which are: (1) Benefit to low- and moderate-income (LMI) persons; (2) Aid in the prevention of slums or blight; and (3) Meet a need having a particular urgency. he Township may undertake CDBG-eligible activities to meet needs resulting from declared disasters or emergencies under any one of the three national objectives.

Waterford Township is part of the Oakland County HOME Consortium, which has coordinated efforts to develop an emergency and public health response to prevent, prepare for, and respond to COVID-19. The Township has developed a comprehensive operational and funding plan utilizing CDBG-CV funds which WILL BE ADOPTED by the Waterford Township Board of Trustees on June 22, 2020.

Waterford Township seeks approval of a Substantial Amendment to the Program Year (PY) 2016-2020 Consolidated Plan, PY 2019 One-Year Action Plan and Citizen Participation Plan in order to submit its COVID response plan to HUD. The 2019 One-Year Action Plan amendment identifies proposed activities for the expenditure of CDBG-CV to address the COVID -19 crisis. Newly funded activities are scheduled to begin implementation as soon as agreements are executed. The substantial amendment funding must be committed prior to September 30, 2022.

Under Substantial Amendment 2020-1, Waterford Township will add the following language to the Summary of Citizen Participation Process and Consultation Process section (amendment

language in italics below).

*The Citizen Participation Plan was amended to utilize the Public comment waiver issued by HUD with the CDBG-CV allocation to the Township. A public meeting, public notice and phone conversations were utilized to solicit participation. The Waterford Township Board of Trustees held a virtual public hearing on June22, 2020. ____people attended and inquired about the CDBG-CV program. The Township posted a comment period from June 12, 2020 to June 23, 2020 to meet the minimum 5 day public comment period. The Public Notice was published in the Oakland Press, a local newspaper, available via the city web page and hard copy via US Postal or pick up at Township Hall. Comments are part of the consideration for funding priorities as well as other federal funding availability to meet the needs specified and the amount of funding available. Comments received during the Consolidated Plan amendment process indicated support for the proposed projects funded through CDBG-CV program funding.
written comments were received on the Annual Plan.*

Under Substantial Amendment 2020-1, Waterford Township will add the following language to the Section (amendment language in italics below).

For the CDBG-CV program and related plan amendments, Waterford Township Board of Trustees held a virtual public hearing on June 22, 2020. The Township posted a notice of the public hearing held on June 22, 2020 and the public comment period between June 12, 2020 and June 23, 2020 on June 11, 2020, exceeding the minimum 5 day comment period, on Township's web page and in the Oakland Press. written public comment was received.

AP-15 EXPECTED RESOURCES – 91.420(b), 91.220(c)(1,2)

Under Substantial Amendment 2020-1, Waterford Township will update its "Anticipated Resources" table to include expected CDBG-CV funding (in italics).

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
CDBG-CV	Other: public - federal	Other: Emergency response for the prevention, preparation for COVID-19	$214,575			$214,575		CDBG-CV funds to be used to prevent, prepare and respond to the coronavirus

AP-20 ANNUAL GOALS AND OBJECTIVES -91.420, 91.220©(3)&(e)

Under Substantial Amendment 2020-1, Waterford Township will update its Goal Summary table by adding a 7th goal to accommodate CARES Act response with CDBG-CV funds (amendment language in italics below).

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
7	Emergency Response	2020	2022	Emergency Response	Waterford Township	Emergency Response, Public Service, Urgent Need	CDBG-CV $214,575	Other: 1 Other

Under Substantial Amendment 2020-1, Waterford Township will update its Goal Description table by adding a 7th goal description to accommodate CARES Act response with CDBG-CV funds (amendment language in italics below).

7	Goal Name	***Emergency Response***
	Goal Description	***Emergency response to prevent, prepare for and respond to declared disasters and emergency events like coronavirus***

AP-35 PROJECTS – 91.420, 91.220(d)

Under Substantial Amendment 2020-1, Waterford Township will update its Project table by adding CDBG-CV projects to accommodate CARES Act response with CDBG-CV funds (amendment language in italics below).

#	Project Name
1	Program Administration
2	Housing Rehabilitation
3	Code Enforcement
4	Public Service- Senior Disabled persons curb-to-curb transit program
5	Public Facilities & infrastructure – sidewalk improvement project
6	Public Facilities & infrastructure – Senior Center Rehabilitation Project
7	Public Facilities & infrastructure – Parks, Recreation Facilities Project
8	*CDBG-CV-19-01 Rental Subsistence Payment Program*
9	*CDBG-CV-19-02 Public Service Assistance for Non-Profit Agencies*
10	*CDBG-CV-19-03 Personal Protective Equipment (PPE) For First Responders*
11	*CDBG-CV-19-04 Program Administration*

AP-38 PROJECT SUMMARY

Under Substantial Amendment 2020-1, Waterford Township will update its Project Summary table to by adding the summaries of the CDBG-CV projects (amendment language in italics below).

8	**Project Name**	CDBG-CV-19-01 Rental Subsistence Payment Program
	Target Area	Waterford Township
	Goals Supported	Emergency Response
	Needs Addressed	Provide rental subsistence to low and moderate income renters of Waterford Township
	Funding	CDBG-CV: $60,000
	Description	*Provide rental payment subsistence assistance to low to moderate income renters impacted Waterford Township residents who have lost their job, been furloughed, or had their hours reduced because of the economic impact of COVID-19. Payments are made directly to the landlord or vendor providing the housing on behalf of the qualified resident. Eligible residents include those living in households with incomes at or below 80% AMI and can provide documentation of need due to the applicable impact of COVID-19, etc. Assistance will be provided to qualified rental households on a first come first serve basis until the allocated funds are exhausted or the assistance program is no longer found to be necessary. Assistance cannot exceed the actual cost of the rent and shall be in the spirit area FMR as well as HUD's standard of rent reasonableness.* ***24 CFR § 570.207 (4)*** *Income payments states The general rule is that CDBG funds may not be used for income payments. For purposes of the CDBG program, "income payments" means a series of subsistence-type grant payments made to an individual or family for items such as food, clothing, housing (rent or mortgage), or utilities, but excludes emergency grant payments made over a period of up to three consecutive months to the provider of such items or services on behalf of an individual or family.*
	Target Date	*June 1, 2020-September 30, 2022*
	Estimate the number and type of families that will benefit from the proposed activities	*20 low to moderate income renters*
	Location Description	*Township wide.*
	Planned Activities	*Rent subsistence program*

9		
	Project Name	*CDBG-CV-19-02 Public Service Assistance for Non-Profit Agencies*
	Target Area	*Waterford Township*
	Goals Supported	*Emergency Response*
	Needs Addressed	*Emergency Response*
	Funding	*CDBG-CV: $60,000*
	Description	Assistance to non-profit agencies in providing basic needs to support activities that relate to their coronavirus and other infectious disease responses. Services may include, but are not limited, to activities to assist senior services, food banks, substance abuse, domestic violence survivors, housing legal services, food and shelter, and additional case management opportunities. Assistance will be provided to qualified non-profit agencies on a first come first serve basis until the allocated funds are exhausted or the assistance program is no longer found to be necessary. ***24CFR570.201(e)*** *Public services. Provision of public services (including labor, supplies, and materials) including but not limited to those concerned with employment, crime prevention, child care, health, drug abuse, education, fair housing counseling, energy conservation, welfare (but excluding the provision of income payments identified under §570.207(b)(4)), homebuyer down payment assistance, or recreational needs. To be eligible for CDBG assistance, a public service must be either a new service or a quantifiable increase in the level of an existing service above that which has been provided by or on behalf of the unit of general local government (through funds raised by the unit or received by the unit from the State in which it is located) in the 12 calendar months before the submission of the action plan. (An exception to this requirement may be made if HUD determines that any decrease in the level of a service was the result of events not within the control of the unit of general local government.) The amount of CDBG funds used for public services shall not exceed paragraphs (e) (1) or (2) of this section, as applicable:*
	Target Date	*June 1, 2020-September 30, 2022*
	Estimate the number and type of families that will benefit from the proposed activities	*20 low to moderate income residents*
	Location Description	Township wide.
	Planned Activities	*Provide assistance to sub-recipient non-profit agencies in providing basic needs to support activities that relate to their coronavirus and other infectious disease responses.*

10	**Project Name**	*CDBG-CV-19-03 Personal Protective Equipment (PPE) For First Responders*
	Target Area	Waterford Township
	Goals Supported	Emergency Response
	Needs Addressed	Emergency Response
	Funding	CDBG-CV: $60,000
	Description	*Support provided to assist COVID-19 response performed by the Township's first responders. Support includes equipment, supplies, and materials necessary to carry-out COVID-19 response services performed by first responders for Township residents. Assistance will be provided until the allocated funds are exhausted or the support program is no longer found to be necessary.* ***24CFR570.201(e)*** *Public services. Provision of public services (including labor, supplies, and materials) including but not limited to those concerned with employment, crime prevention, child care, health, drug abuse, education, fair housing counseling, energy conservation, welfare (but excluding the provision of income payments identified under §570.207(b)(4)), homebuyer down payment assistance, or recreational needs. To be eligible for CDBG assistance, a public service must be either a new service or a quantifiable increase in the level of an existing service above that which has been provided by or on behalf of the unit of general local government (through funds raised by the unit or received by the unit from the State in which it is located) in the 12 calendar months before the submission of the action plan. (An exception to this requirement may be made if HUD determines that any decrease in the level of a service was the result of events not within the control of the unit of general local government.) The amount of CDBG funds used for public services shall not exceed paragraphs (e) (1) or (2) of this section, as applicable:*
	Target Date	*June 1, 2020-September 30, 2022*
	Estimate the number and type of families that will benefit from the proposed activities	*Not Applicable*
	Location Description	Township wide.
	Planned Activities	*Support provided to assist COVID-19 response performed by the Township's first responders. Support includes equipment, supplies, and materials necessary to carry-out COVID-19 response services performed by first responders for Township residents.*

11	**Project Name**	*CDBG-CV-19-04 Program Administration*

	Target Area	Waterford Township
	Goals Supported	Emergency Response
	Needs Addressed	Emergency Response
	Funding	CDBG-CV: $34,575
	Description	*Funds will be provided for the general administration of the CDBG-CV Program. This will include necessary supplies, services, capital expenses, and the wages and fringe benefits for the percentage of time spent by staff in administering the overall CDBG-CV Program.* ***24CFR570.206*** *Payment of reasonable administrative costs and carrying charges related to the planning and execution of community development activities assisted in whole or in part with funds provided under this part and, where applicable, housing activities (described in paragraph (g) of this section) covered in the recipient's housing assistance plan. This does not include staff and overhead costs directly related to carrying out activities eligible under 570.201 through 570.204 since those costs are eligible as part of such activities.*
	Target Date	*June 1, 2020-September 30, 2022*
	Estimate the number and type of families that will benefit from the proposed activities	Not Applicable
	Location Description	Township wide.
	Planned Activities	*Funds will be provided for the general administration of the CDBG-CV Program.*

AMENDMENT TO CITIZEN PARTICIPATION PLAN

A copy of the amended Citizen Participation Plan can be found on the Township's webpage. This document serves as the Township's Substantial Amendment submittal to HUD for the following federal resources

Additionally, under this Substantial Amendment, Waterford Township is including an amended Citizen Participation Plan. The Township's amendment to the Citizen Participation

Plan reflects adjustments to the public participation process as per the receipt of HUD's waivers and regulatory guidance.

In response to the urgency of the COVID-19 pandemic, the Department of Housing and Urban Development released a series of waivers to streamline the approval process while also providing opportunities for the public to submit comments. Specifically, to expedite actions to respond to COVID-19, per 24 CFR 5.110, HUD waived the Consolidated Plan requirements of 24 CFR 91.105(c)(2) and (k), 91.115(c)(2) and (i) in order to balance the need to respond quickly to the growing spread and effects of COVID-19 with the statutory requirement to provide reasonable notice and opportunity for citizens to comment on substantial amendments concerning the proposed uses of CDBG and HOME funds.

Waterford Township's Community Development Block Grant Coronavirus (CDBG-CV) Program is a special allocation, which was authorized by the CARES Act, Public Law 116-136 to respond to the Coronavirus pandemic crisis. The Township will use these funds to provide gap funding assistance to its residents, businesses, and non-profit agencies to further prevent, prepare for, and respond to the Coronavirus. Should additional funds be made available, the Township will allocate these funds via its Substantial Amendment process as necessary.

CHARTER TOWNSHIP OF WATERFORD
COMMUNITY DEVELOPMENT BLOCK GRANT
CITIZEN PARTICIPATION PLAN

(*Implemented to comply with 24 CFR 91.100 & 105*)

INTRODUCTION

The following represents the official Community Development Block Grant (CDBG) citizen participation plan for Waterford Township's CDBG Program. This participation plan will apply to the preparation of the Township's CDBG planning and reporting components as well as the implementation of CDBG-funded projects. This participation plan is designed to ensure that all citizens, non profit organizations, neighborhood groups, the business community and other interested parties are given adequate notice and an opportunity to actively participate in, review, be heard and comment upon all proposals relating to the CDBG Program.

This participation plan is designed to provide for and encourage participation by extremely low to moderate-income residents, minorities, non-English speaking peoples, persons with mobility, visual or hearing impairments or any other physical limitation. The Township will make every effort to reach out to the community and take special actions as necessary in order to ensure the active participation of all stakeholders in the development process.

The Township will also be open to exploring the adoption of alternative public notification and involvement techniques, as well as adopting quantitative ways to measure efforts where funding permits, that encourage citizen participation and the review of program performance.

CREATION OF THE CITIZEN PARTICIPATION PLAN

Plan Consultation

- During preparation of the consolidated plan other public and private agencies that provide assisted housing, health services, and social and fair housing services (*including those focusing on services to children, elderly persons, persons with disabilities, persons with HIV/AIDS and their families, homeless persons*) will be contacted and consulted.
- When preparing the portion of the consolidated plan describing the jurisdiction's homeless strategy, the Township shall consult with Oakland County to determine what resources are available to address the needs of any persons that are chronically homeless.
- When preparing the consolidated plan's section concerning lead-based paint hazards, the Township shall consult with state or local health and child welfare agencies and examine existing data related to lead-based paint hazards and poisonings, including health department data.
- When preparing the description of priority nonhousing community development needs, the Township shall notify and work with Oakland County and adjacent communities.
- The Township will also participate with Oakland County and adjacent communities when planning for problems and solutions that go beyond a single jurisdiction is needed.

Plan Comment Period

- A public hearing before the Planning Commission shall be held during the development of the consolidated plan to discuss and accept public comment on need priorities.
- The Township will provide citizens with a reasonable opportunity to comment on the original consolidated plan and on substantial amendments to the consolidated plan, and must make the consolidated plan public. The consolidated plan shall be in a format accessible to persons with disabilities, upon request.
- An announcement of the proposed consolidated plan shall be posted on the Township website and published in the Oakland Press fifteen days prior to the public hearing.

Proposed Consolidated Plan Review

- The Township shall publish the proposed consolidated plan in a manner that affords citizens, public agencies, and other interested parties a reasonable opportunity to examine its contents and to submit comments.
- Information provided to the public shall include the amount of assistance the Township expects to receive (including grant funds and program income) and the range of activities that may be undertaken, including the estimated amount that will benefit persons of low- and moderate-income.
- An announcement of the proposed consolidated plan shall be published in a newspaper of local circulation fifteen days prior to the public hearing.
- A public hearing before the Planning Commission shall be held during the development of the consolidated plan to discuss and accept public comment on need priorities.
- After the public hearing, during non-emergency scenarios there shall be a thirty day period to receive comments from citizens on the proposed consolidated plan.

Consolidated Plan Adoption

- A public hearing shall be held before the Township Board for consideration of consolidated plan adoption.
- An announcement of adoption of the consolidated plan shall be published in the Oakland Press fifteen days prior to the public hearing.
- After the public hearing, there shall be a fifteen day period to receive comments from citizens on the adopted consolidated plan.
- The Township will consider any comments or views of citizens received in writing, or orally at the public hearings, in preparing the final consolidated plan. A summary of all public comments or views, and a summary of any comments or views not accepted and the reasons therefore, shall be attached to the final consolidated plan.

Consolidated Plan Amendments

- The addition or deletion of new needs shall constitute a substantial amendment to the consolidated plan. The use of any grant funds in an individual annual action plan must be for a priority need identified in the consolidated plan.
- The Township shall advertise in newspapers of local circulation and provide notice on the Township's website for a period not less than thirty days, to receive written comments on the substantial amendment prior to adoption by the Township Board during a public hearing.
- The Township shall consider any comments or views of citizens received in writing, or orally at public hearings, if any, in preparing the substantial amendment of the consolidated plan. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons therefore, shall be attached to the substantial amendment of the consolidated plan.
- *In the event of a nationally or locally declared emergency, HUD may provide waivers and or alternative requirements relative to the citizen participation plan and public notification processes. In such events, Waterford Township will avail itself of any provided regarding the Consolidated Plan or necessary Consolidated Plan amendments that will help in expediting the delivery of assistance to the community.*

Annual Action Plan

- The Township shall provide not less than fifteen days public notice, to receive comments on the action plan which ideally is to be submitted to HUD annually at least forty-five days prior to the beginning of a new program year. The Township shall consider any comments or views of citizens received in writing, or orally at public hearings in preparing the action plan. A summary of these comments or views shall be attached to the annual action plan.
- The addition of a new project, or cancellation of a project approved as part of an annual action plan, shall be considered a substantial amendment to the annual action plan, which under non emergency

scenarios will require a public hearing with fifteen days public notice and adoption by the Township Board.

- A reduction or increase in funding of a project approved as part of an annual action plan shall be considered a minor amendment to the annual action plan. Reductions or increases exceeding fifty percent of the project amount approved as part of an annual action plan will require approval by the Township Supervisor.
- *In the event of a nationally or locally declared emergency, HUD may provide waivers and or alternative requirements relative to the citizen participation plan and public notification processes. In such events, Waterford Township will avail itself of any provided regarding the Annual Action Plan submittal or necessary Annual Action Plan Amendments that will help in expediting the delivery of assistance to the community.*

Consolidated Plan Annual Performance Report (CAPER)

- The Township shall post notice of the availability of the draft report at all Township offices, including the Township Hall, the Township Library, the Township Parks and Recreation Department, the Department of Public Works, and the Waterford Senior Center. All comments on the performance report.
- The Township shall consider any comments or views of citizens received in writing, or orally at public hearings in preparing the performance report. A summary of these comments or views shall be incorporated into the final report that is to be submitted to HUD annually within ninety days of the end of the program year.
- *In the occurrence of certain disasters, emergencies or other unanticipated events, Waterford Township may request extensions on the submission of the Consolidated Plan and Action Plan.*

PROGRAM YEAR PUBLIC HEARINGS

The Township shall provide at least two public hearings during each program year cycle and shall be designed so as to facilitate the obtaining of views of citizens, public agencies, non profit groups, neighborhood groups and other interested parties to respond to proposals and comment upon all of the various stages of the drafting and submission process.

The first public hearing of the year will be held during a regularly scheduled Township Board meeting during February, March, or April to consider and adopt the annual action plan. This public hearing shall also be televised on the government access channel of the local cable television system.

The second public hearing of the year will be held during a regularly scheduled Township Planning Commission meeting during September or October to provide Commissioners and the public with a review of program performance and to obtain citizens' views and to respond to proposals and questions. This public hearing shall also be televised on the government access channel of the local cable television system.

LANGUAGE ASSISTANCE

The Township shall meet the needs of non-English speaking residents and the impaired during public hearings with prior notice. The Township shall, upon prior request, make arrangements for available translators and sign language interpreters to facilitate the full participation of members of the community in need of such services. The Township will obtain a person of appropriate bilingual skills when it has prior knowledge that a significant number of non-English speaking residents can be expected at a public hearing.

ACCESS TO MEETINGS

The Township will at all times provide adequate, timely notice of all hearings and meetings relating to the CDBG Program. Such notice shall be designed in such a way as to give citizens the ability to attend local meetings and to freely comment upon all proposals for the CDBG Program and to participate meaningfully in the development process.

AVAILABILITY TO THE PUBLIC

The consolidated plan as adopted, substantial amendments, the performance report, and the annual action plan will be available to the public. Digital copies of the consolidated plan, amendments, performance report, and the annual action plan, shall be available on the Township's website internet and made available to the public at no cost. Printed copies shall be available for review at the Township Hall offices.

ACCESS TO CDBG RECORDS

Citizens of the community, neighborhood groups, non profit groups, public agencies and other interested parties, especially those most directly affected by the CDBG Program's activities, must have the opportunity to receive information, review and submit comments on any proposed submission concerning the amount of funds available, including the estimated amount proposed to benefit low to moderate income residents in order to more fully participate in the community and economic development planning process. In compliance with the Uniform Relocation Assistance and Real Property Act of 1970, as amended, such persons and groups shall also have access to information relative to any plan the Township may have for displacement of individuals and the plans for assistance that may be provided to those so displaced. Citizens and any interested party shall have access to records for at least five years after the close of any given fiscal year, as to that year.

TECHNICAL ASSISTANCE

The Township will make technical assistance available when possible through CDBG program administration funds to groups that are representative of persons of low- and moderate-income and requesting such assistance in developing CDBG project funding proposals. The level and type of assistance will be determined by the Township and may include training in HUD CDBG procedures and regulations and the provision of documents and socio-economic data maintained by the department. The assistance in developing proposals will not include the provision of funds to the groups.

COMPLAINTS

The Township shall respond to substantive written citizen complaint complaints from citizens related to the consolidated plan, amendments, and performance report, within fifteen working days, where practicable. If a response to a written complaint will take more time, then notice of this fact will be provided within fifteen working days and an estimate of the time to prepare the response shall be provided.

COMMITMENT TO COMPLY

The Township shall follow this citizen participation plan during the creation and execution of the consolidated plan.

DISASTERS AND EMERGENCY EVENTS

In the event of a nationally or locally declared disaster or emergency event, existing and new CDBG funding to address the disaster or emergency may become available to Waterford Township. To streamline the allocation process and reduce delays in allocating such funds, Waterford Township will pursue all available HUD notices, waivers, award letters or other HUD communication to utilize the funding in an expedited timeframe.

If necessary, a streamlined citizen participation process will be followed to facilitate substantial amendments to the Consolidated Plan and/or Annual Action Plan(s). These amendments may include funding new activities and/or the reprogramming of funds, including canceling activities as deemed necessary by the Township Board. Substantial amendments proposed under this section will be subject to a 5-day public comment period instead of a 30-day public comment period (otherwise required for substantial amendments).

Further, in the event of a nationally or locally declared disaster or emergency event, health officials may recommend social distancing and/or limited public gatherings for public health reasons, virtual or web-based hearings will be used in lieu of in-person hearings. If this format is used, accommodations for real-time responses, timely responses from local officials to all citizen questions and issues, public access to

all questions and response, and accommodations for persons with disabilities or limited English proficiency will be made to the greatest extent possible. On the day of the public hearing, comments may be submitted in writing or made orally during the hearing.

BOARD OF TRUSTEES
Gary Wall, Supervisor
Kim Markee, Clerk
Margaret Birch, Treasurer
Anthony M. Bartolotta, Trustee
Arthur Frasca, Trustee
Karen Joliat, Trustee
Steven Thomas, Trustee

WATERFORD TOWNSHIP

5200 Civic Center Drive
Waterford, Michigan 48329-3773
Telephone: (248) 674-5441 Fax: (248) 618-7674
waterfordmi.gov/parks

Department of Parks & Recreation
Alison Swanson, Director
Recreation Board Members
Donna Kelley, Chairperson
Jerry Beseau
Allison Buczek
Dan Ludwig
Kim Markee
J.R. Olerich
Rob Petrusha
Roman Wasylkvych
Linda Zabik

June 16, 2020

Waterford Township Board of Trustees
5200 Civic Center Drive
Waterford, MI 48329

Re: Waterford Recreation Center – Window Replacement Request

Dear Honorable Township Trustees,

I am respectfully requesting your approval to move forward with replacing all of the windows at the Waterford Recreation totaling $26,253.00. Three quotes were obtained for this project and they are attached. After review, I am recommending the project be awarded to Doors of Pontiac, 7611 Highland Road, Waterford, MI 48327.

The windows at the Recreation Center are decades old and have deteriorated to a point where some cannot be opened safely. Due to the current condition, the windows are contributing to higher utility costs being paid by the department. Adequate funding for this project has been allocated from the CDBG Program - Year 45, Account Number 26354-97106-CD045.

Thank you for your attention to this matter. Please feel free to contact me if you have any questions with regard to this request at 248-618-7549.

Recommended Board Action

Approve the Waterford Recreation Center window replacement project totaling $26,253.00 to Doors of Pontiac, 7611 Highland Road, Waterford, MI 48327. Funding for this project is to come from the CDBG Program - Year 45 Allocation, Account Number 26354-97106-CD045.

Sincerely,

Alison Swanson
Director
Waterford Parks and Recreation Department

Encls.

PROPOSAL

DOORS OF PONTIAC
7611 Highland Rd.
Waterford, MI 48327
Phone (248) 666-9777
Fax: (248) 666-9150

Date: **January 30, 2020**

Submitted To: **Waterford Twp. Parks & Rec Dept** **Attn: Justin**
5200 Civic Center Drive **248-618-7456**
Waterford, MI 48329
248-674-5441

Location: Recreation Center
5640 Williams Lake Rd.
Waterford, MI 48329

We hereby submit specifications and estimated for: Windows – All PolarisWhite Vinyl w/ Low E

5 – White 46 x 57	$495.00 ea	$ 2,475.00
3 – White 46 x 57	$495.00 ea	$ 1,485.00
1 – White 46 x 57		$ 495.00
2 – White 53 x 60	$495.00 ea	$ 990.00
1 – White 68 ¾ x 48		$ 495.00
6 – White 64 x 28	$495.00 ea	$ 2,970.00
3 – White 52 x 62	$495.00 ea	$ 1,485.00
2 – White 48 x 62	$495.00 ea	$ 990.00
1 – White 52 x 30		$ 495.00
2 – White 64 x 49	$495.00 ea	$ 990.00
4 – White 46 x 49	$495.00 ea	$ 1,980.00
1 – White 46 x 56		$ 495.00
	Material	$15,345.00
	Labor	$10,908.00
	TOTAL	**$26,253.00**

We are to reuse all wood framing system

OPTIONS:

To reframe openings $175 ea x 31 = $5,425.00
Aluminum Wrap $150 ea x 31 = $4,650.00
"SPECIAL ORDER"

Payment to be made as follows: Net 30 days from day of completion.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance. . Special orders may not be cancelled. If lead paint is present the following charges will be applied: Entry Door $100.00ea; Garage Door $100.00ea; Window $50.00ea.

Acceptance of Proposal – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. All materials and labor guaranteed for one full year.

"Based on Current Scale Wages"

Authorized Signature _____ Date of Acceptance_____

NOTE: THIS PROPOSAL MAY BE WITHDRAWN WITHIN 60 DAYS

Date of Transaction 10-1-19

Purchaser WATERFORD TWP PARKS & REC (First Name / Last Name) Phone 248-618-7477 Cell

Street & No. 5240 CIVIC CENTER DRIVE City WATERFORD State MI Zip 48329

Property to be Improved 5640 WILLIAMS LAKE RD WATERFORD MI 48329 (Address) MKORTEKAAS@WATERFORDMI.GOV (Email)

The undersigned jointly and severally authorize THERMAL-SHIELD, INC (SELLER) TO FURNISH THE FOLLOWING:

DH	S/2	S/3	DL	Casement: Operating	Casement: End Vent	BAY	BOW	Round Top	AWNING	TRANSOM	DRW	DRW SL
	15/16		7/11									
SH	SS	☐ ¼ ½ ¼	☐ DH, DL, DH	Casement: Fixed	☑ ¼ ½ ¼	Seat X	4 LITE	HOPPER	TRAP		HANDLE	STORM WIN
		☐ ⅓ ⅓ ⅓	☐ ¼ ½ ¼ ☐ ⅓ ⅓ ⅓		☐ ⅓ ⅓ ⅓	birch						

A DESCRIPTION OF OTHER PRODUCTS OR SERVICES TO BE FURNISHED:

1ST FLOOR:

SUPPLY AND INSTALL 15 ALSIDE MEZZO 2 LITE SLIDERS & 7 ALSIDE MEZZO DEADLITE WINDOWS

WINDOWS TO BE WHITE INTERIOR WHITE EXTERIOR

REMOVE ALL DEBRIS FROM EXISTING WINDOWS

INSTAL PRICE: $13,305

2ND FLOOR:

SUPPLY AND INSTALL 16 ALSIDE MEZZO 2LITE SLIDERS & 11 ALSIDE MEZZO DEADLITE WINDOWS

WINDOWS TO BE WHITE INTERIOR WHITE EXTERIOR

INSTALL PRICE: $16,385

WHOLE JOB INSTALL PRICE: $29,690

** NOTE: Rotten Wood (if needed) will be replaced at additional cost of $ 11.00 per ft.*

Terms of Sale:

CASH	* FOR CREDIT CARD PAYMENT ADD 3% to pricing. Visa/Mastercard/Discover accepted.
Price	$ 13,305 / 16,385
Plus: Sales Tax	$
Total Price	$ 29,690
Down Payment (if any)	$ 4,435 / 5,461
Unpaid Balance	$
Other Charges	$
Total Payment	$

FINANCE	
Price	$
Plus: Sales Tax	$
Total Price	$
Cash Down Payment (if any)	$
Other Charges	$
Bank Finance Terms	
Mo. Monthly Payment	$

WINDOW COLOR	IN: WHITE		OUT: WHITE	
GLASS:	☐ Triple	☑ Double	☑ Low E	☑ Argon Gas
EXTERIOR ALUMINUM TRIM COLOR: WHITE				
OBS BATH: F ☐ H ☐			SCREENS: F ☐ H ☑	
SILLS:	Wood ☐ /	Marblite ☐ /	Primed ☐	
CASINGS:	Raw ☐ /	Primed ☐ /	Factory ☐	
EXT. JAMBS:	Raw ☐ /	Primed ☐ /	Factory ☐	

LOCATION i.e. 101=1st WINDOW ON 1st FLOOR 201=2nd FLOOR GLASS (circle one) T=TEMPERED G=GRID O=OBS

	STYLE	WIDTH	HEIGHT	GLASS	LOCATION		STYLE	WIDTH	HEIGHT	GLASS	LOCATION
1	SEE	ATT	ACH	T G O	ED	13				T G O	
2				T G O		14				T G O	
3				T G O		15				T G O	
4				T G O		16				T G O	
5				T G O		17				T G O	
6				T G O		18				T G O	
7				T G O		19				T G O	
8				T G O		20				T G O	
9				T G O		21				T G O	
10				T G O		22				T G O	
11				T G O		23				T G O	
12				T G O		24				T G O	

REAR
1st FLOOR
FRONT

REAR
2nd FLOOR
FRONT

REAR
BASEMENT
FRONT

Must start from Left of Front Entry Door

THERMAL- SHIELD, INC.
By FREDDIE MEKLED

Purchaser's Signature
By
By

Date of Signature

STATE LIC.
2102069332

Toll Free
1-800-875-8437

MAKE ALL CHECKS PAYABLE TO:

Thermal Shield INC. ENERGY SAVER WINDOWS & CONSTRUCTION

6000 Williams Lake Rd.
Waterford, MI 48329 (248) 623-6666

TERMS AND CONDITIONS

1. Entire agreement - This document states the entire agreement between the Owner and contractor. NO REPRESENTATIONS, PROMISES OR WARRANTIES, EXPRESSED OR IMPLIED, HAVE BEEN MADE BY THE CONTRACTOR TO THE OWNERS EXCEPT THOSE WHICH ARE STATED IN THIS CONTRACT. This agreement cannot be changed by any conversations between Owner and contractor. Any changes must be in writing and signed by the Owner and Contractor.

2. Assignment - It is further agreed that the Contractor shall have the right at any time to sell, transfer or assign this contract and the monies to be paid under the contract, and in the event of such assignment the Owner hereby agrees that he has no defense in whole or in part to the payment of the sum agreed by him as evidenced by the note signed herewith. Upon failure to pay as agreed the entire balance shall acceterate and become due immediately.

3. Cancellation - Unless this contract was solicited at your home, in which case you should see the cancellation form on this side, this contract may be rescinded or cancelled by the buyer not later than 5 p.m. on the business day following the date thereof by giving written notice of rescission to the Contractor or his agent at his place of business given in this contract by depositing a properly addressed certified letter in a United States Post Office or mail box, but if Owner rescinds after 5 p.m. on the business day following, Owner is still entitled to offer defenses in mitigation of damages and to pursue any rights of action or defenses that arise out of the transaction.

4. Resultant Damages - The Contractor assumes no liability for any resultant damage to trees, shrubs, flowers, grass or alarm systems. Customer responsible for contacting alarm company for reconnection.

5. GUARANTEE

A. Term - THE DURATION OF ANY IMPLIED GUARANTEES FOR DEFECTIVE LABOR AND/OR MATERIALS, INCLUDING ANY IMPLIED GUARANTEE OF MERCHANTABILITY OR FITNESS, IS LIMITED TO THE DURATION OF THIS LIMITED GUARANTEE. CONTRACTOR MAKES NO OTHER GUARANTEES EXPRESS OR IMPLIED, Thermal Shield Inc. guarantees its workmanship and materials pursuant to manufacturers lifetime limited warranty.

B. Exclusively - The parties agree that the sole and exclusive remedy against Contractor for any defective work shall be limited to the repair or replacement of defective labor and/or materials provided Contractor is promptly notified in writing of any defect as required herein. This exclusive remedy shall not be deemed to have failed its essential purpose so long as Contractor is willing and able to repair and replace the defective labor and/or materials.

C. Scope - The guarantee described in this paragraph shall be IN LIEU OF any other guarantee, express or implied, including but not limited to any implied guarantee of MERCHANTABILITY or fitness for a particular purpose.

D. Owner - If the Owner has a claim under this guarantee, the Owner must notify Thermal Shield Inc. in writing within 30 days of the first appearance of the defect.

E. Effective date - Full payment of all amounts due under this contract is an express condition precedent to Contractor's duty to perform any work under this guarantee.

6. Time for performance - It is understood by all parties that the time is of the essence for this project, and all work contracted for shall be performed at a mutually agreeable time as soon as scheduling, materials, and weather conditions permit. Contractor shall not be liable for delays caused by strikes, weather conditions, delay in obtaining material, permits, illness, transportation failure or other causes beyond its control. Owner agrees to make available to Contractor access to electrical service and running water. Owner further agrees that they are responsible for any electrical service charges, or water costs that are used by Contractor in the course of performance of this contract.

7. Stipulated Damages - If the Owner cancels, rescinds, or otherwise terminates this contract after the expiration of the applicable cancellation period provided for in this contract, if any, then the Contractor will incur (1) costs in preparation, and (2) damages, including lost profits that are difficult to determine. The parties agree that the following formula is a reasonable estimate of the actual damages that the Contractor will suffer if the Owner does not allow Contractor to perform this contract. In the Owner breaches this contract then the Owner agrees to pay as liquidated damages:

A. 1/3 of the contract price and.

B. Contractor's actual cost for any custom - ordered products made for Owner's job, if any.

8. Dispute Resolution

A. Notice - Except as to actions for payment of the contract sum, it is an express condition precedent to resorting to any outside dispute resolution process, for Owner to notify Contractor in writing of any issue of concern that has not been satisfactorily resolved. After giving such written notice, Owner and Contractor shall attempt to resolve the issue in good faith.

B. Mediation - Prior to filing an arbitration demand, the Owner and Contractor shall have first attempt to resolve the dispute by using the mediation services provided by either Oakland Mediation Center, 2267 S. Telegraph Rd., Bloomfield Hills, MI 48302 (248) 338-4280 or The Resolution Center, 18 Market Street, Mt. Clemens, MI 48043 (586) 469-4714.

C. Arbitration - Any controversy or claim regarding this contract (except for nonpayment of the contract sum) shall be settled by binding arbitration in accordance with the rules of the Construction Industry Rule of American Arbitration Association. The arbitration award may be entered in a court of competent jurisdiction. Venue for the arbitration shall be in Southfield, Michigan. Claims seeking payment of the contract sum may be brought either in arbitration, or in a court of competent jurisdiction.

9. Licensing Disclosures

A. Permits - Contractor agrees to pull any necessary permits for the work described in this contract. Owner authorizes Thermal Shield Inc. to apply for building permits on the Owner's behalf from the city, village or township where the property is located. The Owner gives Thermal Shield Inc. permission and appoints Thermal Shield Inc., to sign the Owner's name to the building permit application for the work in this Contract. The Owner authorizes Thermal Shield Inc. to proceed with the installation while the application for a permit is pending. Thermal Shield Inc. will pay for the permit so long as the property contains only one residence. Thermal Shield Inc. is not responsible for code violations that exist prior to the date of installation. If the property is subject to other regulations that would affect the ability of the Owner to install the materials covered by this Contract because of deed restrictions, a homeowners' association, a Historic District Commission, or any other reason, the Owner is solely responsible for notifying Thermal Shield Inc.

10. Notices - All notices and other communications required or permitted under this agreement will be in writing and will be deemed given when delivered personally or by mail, addressed as follows: if to Contractor, to 6000 Williams Lake Rd. Waterford, MI 48329. If to Purchaser, to the name and address appearing on the flip side of this Contract.

11. Attorney fees - Should the services of an attorney be required by Contractor for the enforcement of any provision of this agreement, Owner agrees to pay Contractor's actual attorney fees.

12. Interest - Any sums herein which are not paid when due shall bear interest at the highest legal rate, not to exceed one and one half percent per month (18% per annum).

13. Contractor's rights upon discovering estimating error - If Contractor finds upon measuring that an estimating mistake has been made by Contractor's sales person, Contractor expressly reserves the right to cancel this contract by giving Owner notice of cancellation within 5 days of discovery of the error. In the event the measure man decides the roof is not viable, Thermal Shield Inc. reserves the right to cancel this contract.

14. Existing code violations - Contractor shall not be responsible for any code violations existing at the time of this contract.

15. Financing denial - Contract is voidable if credit is denied. This does not include cash orders.

A. If order was originally written as a cash order and owner wants to secure financing at a later date, the cash contract remains in full force until credit is approved and all specifications and requirements of the financial institution have been met.

B. In the event additional financing cannot be obtained for additional materials, Owner agrees to pay for additional materials in one year based on a promissory note consistent with the bank's finance charges.

16. Severability - Whenever possible, each provision of this agreement shall be interpreted in such as way as to be effective and valid under applicable law. If a provision is prohibited by or invalid under applicable law, it shall be ineffective only to the extent of such prohibition or invalidity, without invalidating the remainder of such provision or the remaining provisions of this agreement.

17. Thermal Shield Limited Warranty - The products installed on the property at the address on this contract by Thermal Shield Windows & Construction, Inc., are warranted for a period of two years from the date of original installation to the property owner against any defects in material and workmanship occurring as a direct result of the installation or manufacturing process and to the structural parts and mechanical components of the products under normal use and service subject to the terms and conditions of the manufacturers Limited Warranty Certificate. Thermal Shield wil continue to service products beyond the two year period, when parts are available from the manufacturer for a service fee. (Parts may be available at no charge; however the service fee is to cover the labor charge).

NOTICE OF CANCELLATION

"BUYERS RIGHT TO CANCEL" "You the buyer, may cancel this transaction at any time prior to midnight of the third business day after the day Purchaser signs this agreement. See the attached notice of cancellation form for an explanation of this right."

Purchaser agrees that if transaction is subject to a right of cancellation under the Michigan HOME SOLICITATION ACT, Seller shall not be required to commence performance until after recision period has expired and the Seller is reasonably satisfied that Purchaser has not exercised the right of recision. Further, Seller does not guarantee performance in case of strikes, floods, or other conditions beyond its control.

If you cancel, any property traded-in, any payments made by you under the contract of sale, and any negotiable instrument executed by you will be returned within 10 business days following receipt by the seller of your cancellation notice, and any security interest arising out of the transaction will be canceled.

If you cancel, you must make available to the seller at your residence, in substantially as good condition as when received, any goods delivered to you under this contract or sale; or you may, if you wish, comply with the instructions of the seller regarding the return shipment of the goods at the seller's expense and risk.

If you do make goods available to the seller and the seller does not pick them up within 20 days of the date of your notice of cancellation, you may retain or dispose of the goods without any further obligation. If you fail to make the goods available to the seller, or if you agree to return the goods to the seller and fail to do so, then you remain liable for performance of all obligations under the contract.

To cancel this transaction, mail or deliver a signed and dated copy of this cancellation notice or any other written notice, or send a telegram to THERMAL SHIELD INC. 6000 Williams Lake Rd. Waterford, MI 48329 no later than midnight of the rescission date listed on the front of this contract.

I hereby cancel this transaction.

_____ _____

Date Owner

Sales Person:

Alside®

Customer Acknowledgement
Quote Date 10/1/2019
Date Ordered Quote Not Ordered

Dealer Name:

785960 THERMAL SHIELD WINDOWS & CONST-

Bill To:
THERMAL SHIELD WINDOWS & CONST-
6000 WILLIAMS LAKE ROAD
WATERFORD, MI 48329

Ship To:
SAME

Phone: (248) 623-6666 Fax: 248-623-7766

Order Notes:

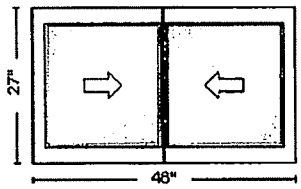
Delivery Notes:

Quote Name:
down stairs

Project Name:
Unassigned Project

QUOTE #	RUSH	STATUS	PO#
2357455	No	None	

Line Item #	Qty	Width x Height	UI	Description
1	3	46" X 27"	73	

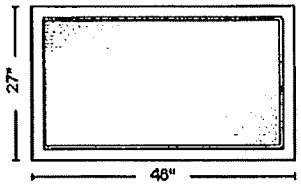


3002-Mezzo XX 46 x 27
Sash Split = Even
Operation / Venting = XX
Composite Reinforcement, Frame Option = Standard
Block Frame
Frame Color = White
CLIMATECH 2, IE Liners
U-Factor = 0.28, CR = 60, SHGC = 0.29, VT = 0.49, CPD = ASO-A-90-57645-00001
Brickmould and Casing = No Brickmould, Frame Size
Line Item Notes:

Comment / Room:

None Assigned

Line Item #	Qty	Width x Height	UI	Description
2	1	46" X 27"	73	



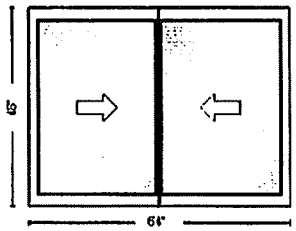
3004-Mezzo 46 x 27
Composite Reinforcement, Frame Option = Standard
Block Frame
Frame Color = White
CLIMATECH 2, IE Liners
U-Factor = 0.27, CR = 60, SHGC = 0.31, VT = 0.52, CPD = ASO-A-91-16038-00001
Brickmould and Casing = No Brickmould, Frame Size
Line Item Notes:

Comment / Room:

None Assigned

QUOTE #	RUSH	STATUS	PO#
2357455	No	None	

Line Item #	Qty	Width x Height	UI	Description
3	1	64" X 48"	112	

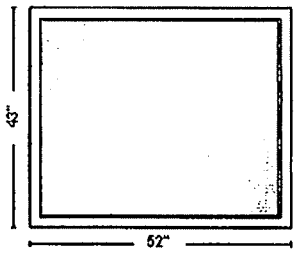


3002-Mezzo XX 64 x 48
Sash Split = Even
Operation / Venting = XX
Composite Reinforcement, Frame Option = Standard
Block Frame
Frame Color = White
CLIMATECH 2, IE Liners
U-Factor = 0.28, CR = 60, SHGC = 0.29, VT = 0.49, CPD = ASO-A-90-57645-00001
Brickmould and Casing = No Brickmould, Frame Size
Line Item Notes:

Comment / Room:

None Assigned

Line Item #	Qty	Width x Height	UI	Description
4	1	52" X 43"	95	

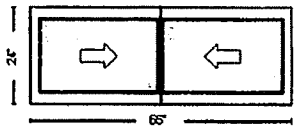


3004-Mezzo 52 x 43
Composite Reinforcement, Frame Option = Standard
Block Frame
Frame Color = White
CLIMATECH 2, IE Liners
U-Factor = 0.27, CR = 60, SHGC = 0.31, VT = 0.52, CPD = ASO-A-91-16038-00001
Brickmould and Casing = No Brickmould, Frame Size
Line Item Notes:

Comment / Room:

None Assigned

Line Item #	Qty	Width x Height	UI	Description
5	6	65" X 24"	89	



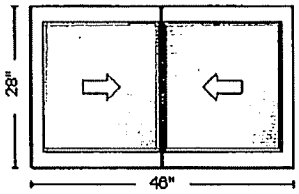
3002-Mezzo XX 65 x 24
Sash Split = Even
Operation / Venting = XX
Composite Reinforcement, Frame Option = Standard
Block Frame
Frame Color = White
CLIMATECH 2, IE Liners
U-Factor = 0.28, CR = 60, SHGC = 0.29, VT = 0.49, CPD = ASO-A-90-57645-00001
Brickmould and Casing = No Brickmould, Frame Size
Line Item Notes:

Comment / Room:

None Assigned

QUOTE #	RUSH	STATUS	PO#
2357455	No	None	

Line Item #	Qty	Width x Height	UI	Description
6	5	46" X 28"	74	

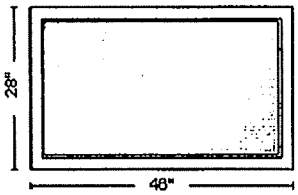


3002-Mezzo XX 46 x 28
Sash Split = Even
Operation / Venting = XX
Composite Reinforcement, Frame Option = Standard
Block Frame
Frame Color = White
CLIMATECH 2, IE Liners
U-Factor = 0.28, CR = 60, SHGC = 0.29, VT = 0.49, CPD = ASO-A-90-57645-00001
Brickmould and Casing = No Brickmould, Frame Size
Line Item Notes:

Comment / Room:

None Assigned

Line Item #	Qty	Width x Height	UI	Description
7	5	46" X 28"	74	



3004-Mezzo 46 x 28
Composite Reinforcement, Frame Option = Standard
Block Frame
Frame Color = White
CLIMATECH 2, IE Liners
U-Factor = 0.27, CR = 60, SHGC = 0.31, VT = 0.52, CPD = ASO-A-91-16038-00001
Brickmould and Casing = No Brickmould, Frame Size
Line Item Notes:

Comment / Room:

None Assigned

QUOTE #	RUSH	STATUS	PO#
2357455	No	None	

Customer Notes:

Total Unit Count	22

ATTENTION

Please note that all weights provided are estimates and subject to change based on actual order shipment.

For Informational Purposes: All windows are viewed from the outside looking in.

NOTICE: The rating information provided on this quote is based upon the NFRC ratings at the time of quote. Such ratings are subject to changes in the standard by the applicable regulatory agencies and will be finalized at the time of manufacturing. All ratings printed on the NFRC label will supersede the NFRC rating set forth in the quote. Any changes made to an order after submission may also result in changes to the NFRC rating. Customer shall be solely responsible for determining whether the product ordered meets their jurisdiction's requirements.

In accordance with the state of California:

⚠ **WARNING**: Cancer and Reproductive Harm - www.p65Warnings.ca.gov

This order is subject to AMI's Standard Terms and Conditions, which can be found here: http://www.associatedmaterials.com/Tools.html

I have reviewed this order and certify that it is correct. I understand that this order is noncancellable, nonreturnable, and nonrefundable.

By Authorized Representative

Sales Person:

Alside®

Customer Acknowledgement
Quote Date
10/1/2019
Date Ordered
Quote Not Ordered

Dealer Name:

785960 THERMAL SHIELD WINDOWS & CONST-

Bill To:
THERMAL SHIELD WINDOWS & CONST-
6000 WILLIAMS LAKE ROAD
WATERFORD, MI 48329

Ship To:
SAME

Phone: (248) 623-6666 Fax: 248-623-7766

Order Notes:

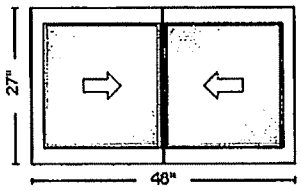
Delivery Notes:

Quote Name:
up stairs

Project Name:
Unassigned Project

QUOTE #	RUSH	STATUS	PO#
2357470	No	None	

Line Item #	Qty	Width x Height	UI	Description
1	10	46" X 27"	73	

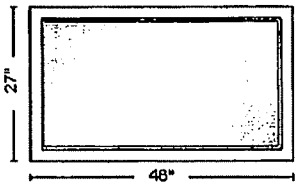


3002-Mezzo XX 46 x 27
Sash Split = Even
Operation / Venting = XX
Composite Reinforcement, Frame Option = Standard
Block Frame
Frame Color = White
CLIMATECH 2, IE Liners
U-Factor = 0.28, CR = 60, SHGC = 0.29, VT = 0.49, CPD = ASO-A-90-57645-00001
Brickmould and Casing = No Brickmould, Frame Size
Line Item Notes:

Comment / Room:

None Assigned

Line Item #	Qty	Width x Height	UI	Description
2	11	46" X 27"	73	



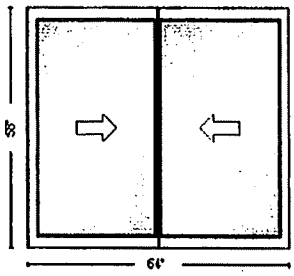
3004-Mezzo 46 x 27
Composite Reinforcement, Frame Option = Standard
Block Frame
Frame Color = White
CLIMATECH 2, IE Liners
U-Factor = 0.27, CR = 60, SHGC = 0.31, VT = 0.52, CPD = ASO-A-91-16038-00001
Brickmould and Casing = No Brickmould, Frame Size
Line Item Notes:

Comment / Room:

None Assigned

QUOTE #	RUSH	STATUS	PO#
2357470	No	None	

Line Item #	Qty	Width x Height	UI	Description
3	2	64" X 58"	122	

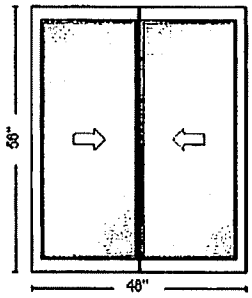


3002-Mezzo XX 64 x 58
Sash Split = Even
Operation / Venting = XX
Steel Reinforcement, Frame Option = Standard Block Frame
Frame Color = White
CLIMATECH 2, IE Liners
U-Factor = 0.28, CR = 59, SHGC = 0.29, VT = 0.49, CPD = ASO-A-90-61983-00001
Brickmould and Casing = No Brickmould, Frame Size
Line Item Notes:

Comment / Room:

None Assigned

Line Item #	Qty	Width x Height	UI	Description
4	4	46" X 56"	102	



3002-Mezzo XX 46 x 56
Sash Split = Even
Operation / Venting = XX
Composite Reinforcement, Frame Option = Standard Block Frame
Frame Color = White
CLIMATECH 2, IE Liners
U-Factor = 0.28, CR = 60, SHGC = 0.29, VT = 0.49, CPD = ASO-A-90-57645-00001
Brickmould and Casing = No Brickmould, Frame Size
Line Item Notes:

Comment / Room:

None Assigned

QUOTE #	RUSH	STATUS	PO#
2357470	No	None	

Customer Notes:

Total Unit Count	27

ATTENTION

Please note that all weights provided are estimates and subject to change based on actual order shipment.

For Informational Purposes: All windows are viewed from the outside looking in.

NOTICE: The rating information provided on this quote is based upon the NFRC ratings at the time of quote. Such ratings are subject to changes in the standard by the applicable regulatory agencies and will be finalized at the time of manufacturing. All ratings printed on the NFRC label will supersede the NFRC rating set forth in the quote. Any changes made to an order after submission may also result in changes to the NFRC rating. Customer shall be solely responsible for determining whether the product ordered meets their jurisdiction's requirements.

In accordance with the state of California:

⚠ **WARNING**: Cancer and Reproductive Harm - www.p65Warnings.ca.gov

This order is subject to AMI's Standard Terms and Conditions, which can be found here: http://www.associatedmaterials.com/Tools.html

I have reviewed this order and certify that it is correct. I understand that this order is noncancellable, nonreturnable, and nonrefundable.

By Authorized Representative

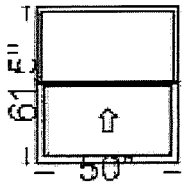
Contract - Detailed

Phone: Fax:

Sales Rep Name: Reeves, Dana
Sales Rep Phone: 248-464-8601
Sales Rep Fax: 248-292-5031
Sales Rep E-Mail: reevesdj@pella.com

Customer Information	Project/Delivery Address	Order Information
Waterford Twp. Parks & Rec.	**Senior Center**	**Quote Name:** Vinyl replacement
5240 Civic Center dr	5640 Williams Lake rd	
		Order Number: 189
WATERFORD, MI 48329	**Lot #**	**Quote Number:** **11925205**
Primary Phone: (248) 6187477	waterford, MI 48329	**Order Type:** Installed Sales
Mobile Phone:	**County:**	**Wall Depth:**
Fax Number:	**Owner Name:**	**Payment Terms:**
E-Mail:		**Tax Code:** EXEMPT
Contact Name:	**Owner Phone:**	**Cust Delivery Date:** None
		Quoted Date: 10/7/2019
Great Plains #:		**Contracted Date:**
Customer Number: 1009343265		**Booked Date:**
Customer Account: 1005448069		**Customer PO #:**

Line #	Location:	Attributes
10	None Assigned	



Viewed From Exterior

PK #
2046

Pella 250 Series, Single Hung, 50 X 61.5, White

Item Price	Qty	Ext'd Price
$262.76	25	$6,569.00

1: Non-Standard Size Single Hung, Equal
Frame Size: 50 X 61 1/2
General Information: Standard, Vinyl, Block, No Foam Insulated, 3 1/4", 3 1/4", Sill Adapter Included, Head Expander Included
Exterior Color / Finish: White
Interior Color / Finish: White
Glass: Insulated Dual Low-E Advanced Low-E Insulating Glass Argon Non High Altitude
Hardware Options: Cam-Action Lock, White, No Limited Opening Hardware
Screen: Half Screen, Conventional Fiberglass
Performance Information: U-Factor 0.28, SHGC 0.29, VLT 0.55, CPD PEL-N-208-00057-00001, Egress Meets Typical 5.7 sqft (E) (United States Only)
Grille: No Grille,
Wrapping Information: Pella Recommended Clearance, Perimeter Length = 223".

Rough Opening: 50 - 1/2" X 62"

Line #	Location:	Attributes
15	None Assigned	

Pella 250 Series, Sliding Window Fixed / Vent Left, 71.5 X 28, White

Item Price	Qty	Ext'd Price
$266.73	6	$1,600.38

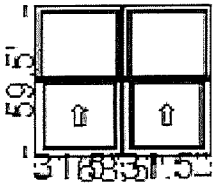
Viewed From Exterior

PK #
2046

1: Non-Standard Size Fixed / Vent Left Double Slider
Frame Size: 71 1/2 X 28
General Information: Standard, Vinyl, Block, No Foam Insulated, 3 1/4", 3 1/4", Sill Adapter Included, Head Expander Included
Exterior Color / Finish: White
Interior Color / Finish: White
Glass: Insulated Dual Low-E Advanced Low-E Insulating Glass Argon Non High Altitude
Hardware Options: Cam-Action Lock, 1 Lock, White, No Limited Opening Hardware
Screen: Half Screen, Conventional Fiberglass
Performance Information: U-Factor 0.28, SHGC 0.29, VLT 0.55, CPD PEL-N-210-00040-00001, Performance Class R, PG 35, Calculated Positive DP Rating 35, Calculated Negative DP Rating 35, Year Rated 08|11, Egress Does not meet typical United States egress, but may comply with local code requirements
Grille: No Grille,
Wrapping Information: Pella Recommended Clearance, Perimeter Length = 199".
Venting Width: Equal

Rough Opening: 72" X 28.5"

Line #	Location:	Attributes
20	None Assigned	



Viewed From Exterior

PK#
2046

Pella 250 Series, 2-Wide Single Hung, 63.5 X 59.5, White

Item Price	Qty	Ext'd Price
$476.21	3	$1,428.63

1: 3260 Single Hung, Equal
Frame Size: 31 1/2 X 59 1/2
General Information: Standard, Vinyl, Block, No Foam Insulated, 3 1/4", 3 1/4", Sill Adapter Included, Head Expander Included
Exterior Color / Finish: White
Interior Color / Finish: White
Glass: Insulated Dual Low-E Advanced Low-E Insulating Glass Argon Non High Altitude
Hardware Options: Cam-Action Lock, White, No Limited Opening Hardware
Screen: Half Screen, Conventional Fiberglass
Performance Information: U-Factor 0.28, SHGC 0.29, VLT 0.55, CPD PEL-N-208-00057-00001, Performance Class R, PG 35, Calculated Positive DP Rating 35, Calculated Negative DP Rating 35, Year Rated 08|11, Egress Does not meet typical United States egress, but may comply with local code requirements
Grille: No Grille,
Vertical Mull 1: FactoryMull, 1/2" Integral Mullion
2: 3260 Single Hung, Equal
Frame Size: 31 1/2 X 59 1/2
General Information: Standard, Vinyl, Block, No Foam Insulated, 3 1/4", 3 1/4", Sill Adapter Included, Head Expander Included
Exterior Color / Finish: White
Interior Color / Finish: White
Glass: Insulated Dual Low-E Advanced Low-E Insulating Glass Argon Non High Altitude
Hardware Options: Cam-Action Lock, White, No Limited Opening Hardware
Screen: Half Screen, Conventional Fiberglass
Performance Information: U-Factor 0.28, SHGC 0.29, VLT 0.55, CPD PEL-N-208-00057-00001, Performance Class R, PG 35, Calculated Positive DP Rating 35, Calculated Negative DP Rating 35, Year Rated 08|11, Egress Does not meet typical United States egress, but may comply with local code requirements
Grille: No Grille,
Wrapping Information: Pella Recommended Clearance, Perimeter Length = 246".

Rough Opening: 64" X 60"

Line #	Location:	Attributes
25	None Assigned	

TRIACCDETM050001 - White OSI QUAD Caulk (Tube) 004

Item Price	Qty	Ext'd Price
$8.15	72	$586.80

Line #	Location:	Attributes	Item Price	Qty	Ext'd Price
30	None Assigned	**INSTACDETC020001 - Commercial Installation R&R**	$550.00	34	$18,700.00

Thank You For Purchasing Pella® Products

PELLA WARRANTY:

Pella products are covered by Pella's limited warranties in effect at the time of sale. All applicable product warranties are incorporated into and become a part of this contract. Please see the warranties for complete details, taking special note of the two important notice sections regarding installation of Pella products and proper management of moisture within the wall system. Neither Pella Corporation nor the Seller will be bound by any other warranty unless specifically set out in this contract. However, Pella Corporation will not be liable for branch warranties which create obligations in addition to or obligations which are inconsistent with Pella written warranties.

Clear opening (egress) information does not take into consideration the addition of a Rolscreen [or any other accessory] to the product. You should consult your local building code to ensure your Pella products meet local egress requirements.

Per the manufacturer's limited warranty, unfinished mahogany exterior windows and doors must be finished upon receipt prior to installing and refinished annually, thereafter. Variations in wood grain, color, texture or natural characteristics are not covered under the limited warranty.

INSYNCTIVE PRODUCTS: In addition, Pella Insynctive Products are covered by the Pella Insynctive Products Software License Agreement and Pella Insynctive Products Privacy Policy in effect at the time of sale, which can be found at Insynctive.pella.com. By installing or using Your Insynctive Products you are acknowledging the Insynctive Software Agreement and Privacy Policy are part of the terms of sale.

ARBITRATION AND CLASS ACTION WAIVER ("ARBITRATION AGREEMENT")

YOU and Pella and its subsidiaries and the Pella Branded Distributor **AGREE TO ARBITRATE DISPUTES ARISING OUT OF OR RELATING TO YOUR PELLA PRODUCTS (INCLUDES PELLA GOODS AND PELLA SERVICES) AND WAIVE THE RIGHT TO HAVE A COURT OR JURY DECIDE DISPUTES. YOU WAIVE ALL RIGHTS TO PROCEED AS A MEMBER OR REPRESENTATIVE OF A CLASS ACTION, INCLUDING CLASS ARBITRATION, REGARDING DISPUTES ARISING OUT OF OR RELATING TO YOUR PELLA PRODUCTS.** You may opt out of this Arbitration Agreement by providing notice to Pella no later than ninety (90) calendar days from the date You purchased or otherwise took ownership of Your Pella Goods. To opt out, You must send notice by e-mail to pellawebsupport@pella.com, with the subject line: "Arbitration Opt Out" or by calling (877) 473-5527. Opting out of the Arbitration Agreement will not affect the coverage provided by any applicable limited warranty pertaining to Your Pella Products. For complete information, including the full terms and conditions of this Arbitration Agreement, which are incorporated herein by reference, please visit www.pella.com/arbitration or e-mail to pellawebsupport@pella.com, with the subject line: "Arbitration Details" or call (877) 473-5527. D'ARBITRAGE ET RENONCIATION AU RECOURS COLLECTIF ("convention d'arbitrage") EN FRANÇAIS SEE PELLA.COM/ARBITRATION. DE ARBITRAJE Y RENUNCIA COLECTIVA ("acuerdo de arbitraje") EN ESPAÑOL VER PELLA.COM/ARBITRATION.

Product Performance Information:
U-Factor, Solar Heat Gain Coefficient (SHGC), and Visible Light Transmittance (VLT) are certified by the National Fenestration Rating Council (NFRC). Manufacturer stipulates that these ratings conform to applicable NFRC procedures for determining whole product performance. NFRC ratings are determined for a fixed set of environmental conditions and a specific product size. NFRC does not recommend any products and does not warrant the suitability of any product for any specific use.

Design Pressure (DP), Performance Class, and Performance Grade (PG) are certified by a third party organization, in many cases the Window and Door Manufacturers Association (WDMA). The certification requires the performance of at least one product of the product line to be tested in accordance with the applicable performance standards and verified by an independent party. The certification indicates that the product(s) of the product line passed the applicable tests. The certification does not apply to mulled and/or product combinations unless noted. Actual product results will vary and change over the products life.

For more performance information along with information on Florida Product Approval System (FPAS) Number and Texas Dept. of Insurance (TDI) number go to www.pella.com/performance.

Pella products are covered by Pella's limited warranties in effect at the time of sale. All applicable product warranties are incorporated into and become a part of this contract. Please see the warranties for complete details, taking special note of the two important notice sections regarding installation of Pella products and proper management of moisture within the wall system. Neither Pella Corporation nor PWD, LLC ("Pella Windows and Doors") will be bound by any other warranty unless specifically set out in this contract. However, Pella Corporation will not be liable for branch warranties which create obligations in addition to or obligations which are inconsistent with Pella written warranties.

Clear opening (egress) information does not take into consideration the addition of a Rolscreen [or any other accessory] to the product. You should consult your local building code to ensure your Pella products meet local egress requirements.

Per the manufacturer's limited warranty, unfinished mahogany exterior windows and doors must be finished upon receipt prior to installing and refinished annually, thereafter. Variations in wood grain, color, texture or natural characteristics are not covered under the limited warranty.

GENERAL TERMS AND CONDITIONS: ACCEPTANCE: This order is subject to acceptance by an authorized agent of PWD, LLC. PRICING: All quote pricing is valid for a period of 30 days, at which time an adjustment may be made for product offering changes or transportation costs. CHANGES: Product manufactured or in process of manufacturing in accordance with the specifications, as outlined herein, cannot be returned or cancelled. Additional materials or services will be billed at the price prevailing at the time of order. INSPECTION: Buyer should carefully check material upon delivery and report any claim for product shortages or damages within 3 days. TERMS: Payment required with order unless upon approved credit. Net 30 Days on approved credit. Accounts not paid within terms are subject to finance charge of 1 ½% per month which is an annual percentage rate of 18%. LIENS: Claim of Lien is automatically filed on delinquent jobs as required by law. Waivers of Lien (partial, full or conditional) are furnished upon request after payment. PERFORMANCE: Seller shall not be liable for any consequences of delay regardless of cause. INSTALLATION: Products purchased from and installed by seller under the "Retail" program are covered by a two-year limited installation warranty. With the exception of the "Retail" program, seller shall not be liable to buyer for any damages or problems resulting from installation of Pella products. In the event that buyer has been referred to an independent contractor, including a Certified Pella Contractor, buyer assumes full responsibility for all installation matters, including the selection of the contractor. WARRANTY: Pella products are covered by Pella's limited warranties in effect at the time of sale. All applicable product warranties are incorporated into and become a part of this contract. Please see the warranties for complete details. Neither Pella Corporation nor PWD, LLC will be bound by any other warranty.

Order Checklist
PWD, LLC
Our #1 Priority is Your Satisfaction!
Pella products are made to your specifications, carefully review the details of this contract as we have a NO Return Policy.
Initial below ALL items that have been verified

____ Brand: _____ _____ ____ Brand: _____ _____
____ Brand: _____ _____ ____ Brand: _____ _____
____ Exterior Color: _____ ____ Grilles: (Exterior/Interior) _____
____ Interior Stain/Finish: _____ ____ Glazing/Glass: _____
____ Blinds/Shades: _____ ____ Wall Condition: _____

Check below ALL items that have been verified/reviewed
Other Product Attributes:
[ ] Reviewed Sizes on Contract_____ [ ] Window Hardware Color_____

[ ] Window Screens_____ [ ] Door Hardware/Key Cylinder_____
[ ] Door Screens_____ [ ] Trim/Casing/Mull Covers_____
[ ] Hinging/Sliding (exterior)_____ [ ] Tape/Foam/Caulk/Coil/Etc_____
[ ] Handing (exterior)_____ [ ] Line Items Initialed_____

Other Items Special to this order:
[ ] Item #1_____ [ ] Item #3_____
[ ] Item #2_____ [ ] Item #4_____

Other Information:
[ ] Customer Satisfaction!_____ [ ] Product Warranty Reviewed _____
[ ] No Return Policy_____ [ ] I Have Received Interior Finish Disclaimer _____
[ ] Delivery Date & Special Instructions_____ [ ] Sales & Service Contact Information Reviewed _____
[ ] Delivery Confirmation Process & Expectations Reviewed [ ] Service Contact Information #866-647-0570
[ ] Delivery Cancellation Fee $150 if order rejected at job site [ ] Accessory Hold Items Reviewed & Date Set_____
[ ] Reschedule Fee $75 if Cancelled within 24 hours of Scheduled Delivery [ ] Other _____
[ ] I hereby authorize Pella Corporation, its affiliates and/or subsidiaries to use, reproduce, and/or publish photographs and/or video that may pertain to me and my project, including materials described below, without compensation. I understand that this material may be used in various communications (e.g. Website, e-newsletters, promotional materials, etc).
Consequently, the Corporation may publish materials, photographs, and/or make reference to the project in a manner that the Corporation or project sponsor deems appropriate.

_____

Comments:_____

_____

☐ **Project Checklist has been reviewed**

Customer Name (Please print)

Pella Sales Rep Name (Please print)

Customer Signature

Pella Sales Rep Signature

Date

Date

Credit Card Approval Signature

Order Totals	
Taxable Subtotal	$10,184.81
Sales Tax @ 0%	$0.00
Non-taxable Subtotal	$18,700.00
Total	$28,884.81
Deposit Received	
Amount Due	**$28,884.81**

WATERFORD TOWNSHIP

AGENDA REQUEST FORM

Date: 06/16/2020

To: Kim Markee, Clerk
Kari Vlaeminck, Deputy Clerk

From: Russell D. Williams, DPW Director

Please place the following item on the June 22,2020 agenda:

Waterford Township - City of Keego Harbor water system interconnect

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Please place this item under:

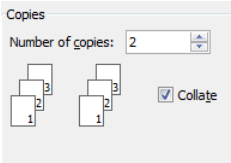
- ☐ Awards and Presentations
- ☐ Reports
- ☐ Introduction
- ☐ Old Business
- ☑ New Business
- ☐ Closed Session

Please forward the following copies of agenda items:

(1) Word File via email

(1) A PDF electronically
Please provide a single PDF for each agenda item.

(2) Printed hard copies



Please note:
Agenda items must be scheduled by **NOON** on the TUESDAY prior to Board meeting.
Please schedule agenda items by sending this form to the Clerk and Deputy Clerk by the **noon** deadline. ***DO NOT STAPLE THIS FORM TO THE BOARD MATERIAL.***

IF YOU REVISE ANY OF THE BOARD MATERIAL PLEASE PROVIDE A NEW WORD FILE AND PDF COPY OF THE ENTIRE PACKET. ALSO, YOU MUST ADD REVISED IN THE NAME OF THE TITLE SO IT MAY BE EASILY DIFERENTIAED

☐ Two **(2) copies** of Board information for this agenda item are attached here.

☐ Two **(2) copies** of Board information for this agenda item will be delivered to the Clerk's Dept. by **12:00 PM on the Wednesday** prior to meeting. I understand that information that is provided after the deadline might not be included in the packet.

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Kimberly Markee, Clerk
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WATERFORD TOWNSHIP

5200 Civic Center Drive
Waterford, Michigan 48329-3773
Telephone: (248) 674-2278 Fax: (248) 674-8658
www.waterfordmi.gov

DEPARTMENT OF PUBLIC WORKS
Russell Williams
Director
Joseph Ashley
Water & Sewer Superintendent
Justin Westlake
Facilities & Operations Superintendent
Derek Diederich
Administrative Superintendent
Frank Fisher
Engineering Superintendent

DATE: June 15, 2020

TO: Honorable Charter Township of Waterford Board of Trustees

FROM: Russell D. Williams, DPW Director RW

RE: Water Interconnect with Keego Harbor

Please review the attached letter from Engineering Firm, Hubbell, Roth & Clark, Inc. (HRC). HRC has been working with Waterford Township DPW on a water system interconnect between the City of Keego Harbor and Waterford Township.

A water system interconnect offers a redundant water supply for both the City of Keego Harbor and Waterford Township in case of a water system emergency.

Waterford currently has several other water system interconnections with Independence Township, White Lake Township, West Bloomfield Township and the City of Pontiac.

This additional water system interconnect is necessary to protect the single water main on S. Cass Lake Road that supplies approximately 550 homes south of S. Cass Lake Road and Port Cove Drive. This single feed water main has failed in the past, resulting in Waterford Township connecting to City of Keego Harbor's water system by running a fire hose between water system hydrants for "temporary" water service. This temporary connecting is not a standard water system practice that Michigan Department of Environment, Great Lakes, and Energy (EGLE) would approve, other than during extreme conditions. In addition, this temporary water connection would not provide sufficient water flow during a fire event.

Another issue with the fire hose connection is the difference in water pressure between systems. The City of Keego Harbor's water system, is supplied by Great Lakes Water Authority (GLWA) at a transmission pressure of 90 - 100 pounds per square inch (psi). Waterford Township's water pressure is typically around 60 psi. A straight hose connection could cause the Waterford system to experience pressure nearly twice the normal level. This additional pressure could cause system failures (main breaks or home plumbing system failures).

A permanent interconnect designed with a pressure reducing valve (PRV) is a safe water system back up. This solution would require a PRV for water flowing from the City of Keego Harbor to the Waterford system. If water were flowing from Waterford to the City of Keego Harbor, the PRV would be by-passed. Flow in either direction would be monitored via bi-directional flow meter.

Included in this packet are letters from the Oakland County Water Resources Commissioner (WRC), who operates City of Keego Harbor's water system, and EGLE supporting this interconnect. Consistent with all water system interconnects, EGLE would need to be notified anytime this interconnect was put into service and additional water sampling may be required.

Waterford Township will fund this project; during initial conversation, WRC made clear the City of Keego Harbor's water system could not participate financially. This project is critical to the Waterford system to create a redundant supply of nearly 550 homes, which could be affected by upcoming work of the Road Commission for Oakland County (RCOC).

In 2021 RCOC will be reworking the Cass Lake Culvert on the north end of the single feed 12" water main, an Asbestos Concrete (AC) pipe installed in 1959. Although AC pipe has a long life, it is also very brittle and any disturbance of the ground near the pipe can fracture it. The culvert being worked on is within a few feet of this water main. A disturbance of the soil could put the single feed main and 550 homes out of water service. The location of this main, at a river crossing, could make any required repair a monumental task due to the poor soil conditions.

This project will require a budget amendment, line to line transfer from Water Capital Infrastructure Preservation to Water Capital Infrastructure.

Requested Board Action
Approve Budget Amendment of $400,000.00 from 59045-97010 Water Capital Infrastructure Preservation to 59045-97000 Water Capital Infrastructure
Approve Engineering, i.e. Plan Preparation, Specifications and Bidding Documents for a City of Keego Harbor – Waterford Township Water System Interconnect with an Engineering Cost Estimate of $744,000.00 from 59045-97000

HUBBELL, ROTH & CLARK, INC
CONSULTING ENGINEERS SINCE 1915

MAILING: PO Box 824
Bloomfield Hills, MI 48303-0824

SHIPPING: 555 Hulet Drive
Bloomfield Hills, MI 48302-0360

PHONE: 248-454-6300
WEBSITE: hrcengr.com

June 15, 2020

Waterford Township DPW
5240 Civic Center Drive
Waterford, Michigan 48329

Attn: Mr. Russ Williams, Director

Re: Emergency Meter Vault – Connection to Keego Harbor
Feasibility Study Report

HRC Job No. 20180853

Dear Mr. Williams:

In accordance with your request, we have reviewed the feasibility of constructing an emergency water meter vault near the border of Waterford Township and Keego Harbor.

Project Need

Waterford Township has an isolated water service area near the border of Keego Harbor (at Cass Lake Road, beginning just south of Cass Elizabeth Rd) that is supplied through an older single sourced water main (see Figure 1). In the instance that this water main would fail or need to be serviced, the service area could be without water affecting nearly 550 homes. In situations such as these, emergency connections are installed to provide a back-up water supply to either community. The intent of the emergency meter vault is to supply either community with minimum to average day flows without compromising either communities water system pressures and/or flows.

The Township has emergency metered connections with its neighboring communities, and it is understood that the Township would like to install another to Keego Harbor to service this area. In the event that the Township or City suffers a loss of pressure or flow in this area, the emergency connection could service either community.

Keego Harbor has reviewed this concept and would like to move forward with an agreement as directed by their City Council. The Michigan Department of Environment, Great Lakes, and Energy (EGLE) has provided their support for the concept, as the emergency connection provides a reliable supply of water and pressures in the event of an emergency. In addition, the Oakland County Water Resources Commissioner (OCWRC) who operates and maintains the Keego Harbor water system also sees the importance of providing a redundant source of water to their customers. As such, they are also in support of the emergency meter vault.

While we have identified the need for a back-up water supply in the event of an emergency, the connection could also be used for scheduled water main service or replacement. The Road Commission for Oakland County (RCOC) is in process of designing the Cass Lake Culvert project (see Figure 1). The culvert is in the direct vicinity of the Township's water main which feeds this district. Construction will impact the water main and the Township is in the process of coordinating operations of the system with County staff.

Location

The Township owns property between Kessler and Beachland Roads that could be an ideal location for the emergency meter vault. The attached exhibits show the location of the proposed emergency metered connection and the associated water main to connect the water systems.

Design

The design of the new emergency meter vault will consist of an underground concrete vault including meter, pressure reducing valve (PRV), valves, sump pump, ventilation, electrical, and access hatches. Due to the differing pressures (hydraulic grades) in each community a meter and PRV will be necessary to allow for better control of pressure fluctuations, especially when flow is coming into Waterford Township.

Site work will involve (but not limited to) the installation of water main to connect the water systems, exterior isolation valves, and connections to the existing water mains. Due to potential high groundwater levels it is anticipated that significant dewatering and a temporary earth retention system (TERS) may be necessary to allow for proper and safe construction activities. A soil boring will determine if these items will be necessary. It is recommended that the soil boring be completed at the earliest possible convenience to reveal what design considerations will need to be undertaken. Also, since construction will occur during the winter months; cold weather protection will be necessary to ensure for proper construction of the vault and to ensure the equipment in the vault is protected.

A preliminary design concept is provided in Figure 3 and a cost estimate is provided for all proposed improvements.

Estimated Timeline

Should the Township decide to proceed with this project the following timeline is proposed:

- Design Engineering: mid July – end September 2020
- Permitting/Bidding: October-November 2020
- Construction: December 2020-April 2021
- In operation by March 1, 2021

Additional Services

Our office would be pleased to provide design engineering services, i.e. preparation of plans, specifications, and bidding documents, etc. as needed. A separate proposal for these services will be provided under separate cover should the Township so desire.

Very truly yours,

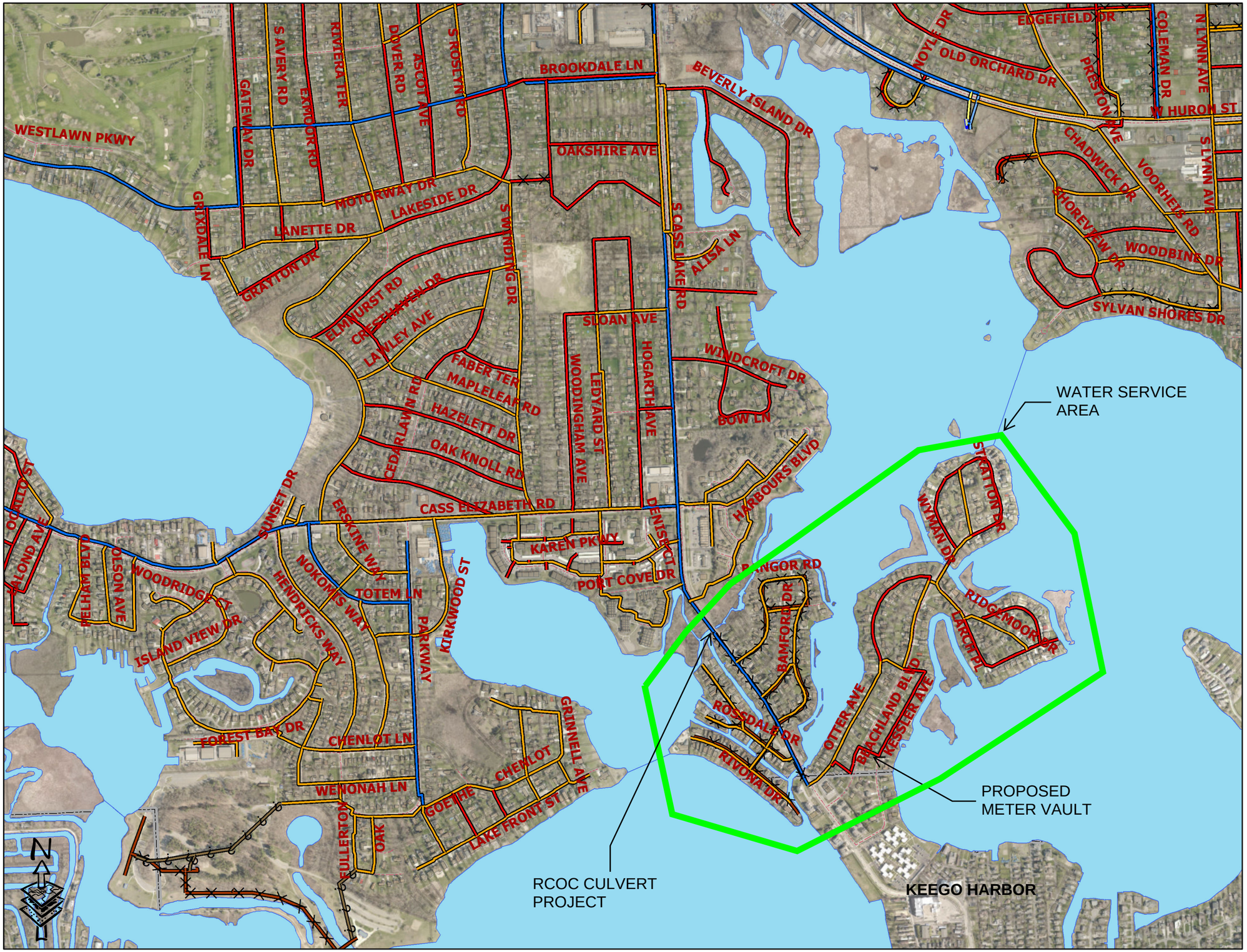
HUBBELL, ROTH & CLARK, INC.

James F. Burton, P.E.
Executive Vice-President

Nicole R. Selais
Project Engineer

NRS/JFB

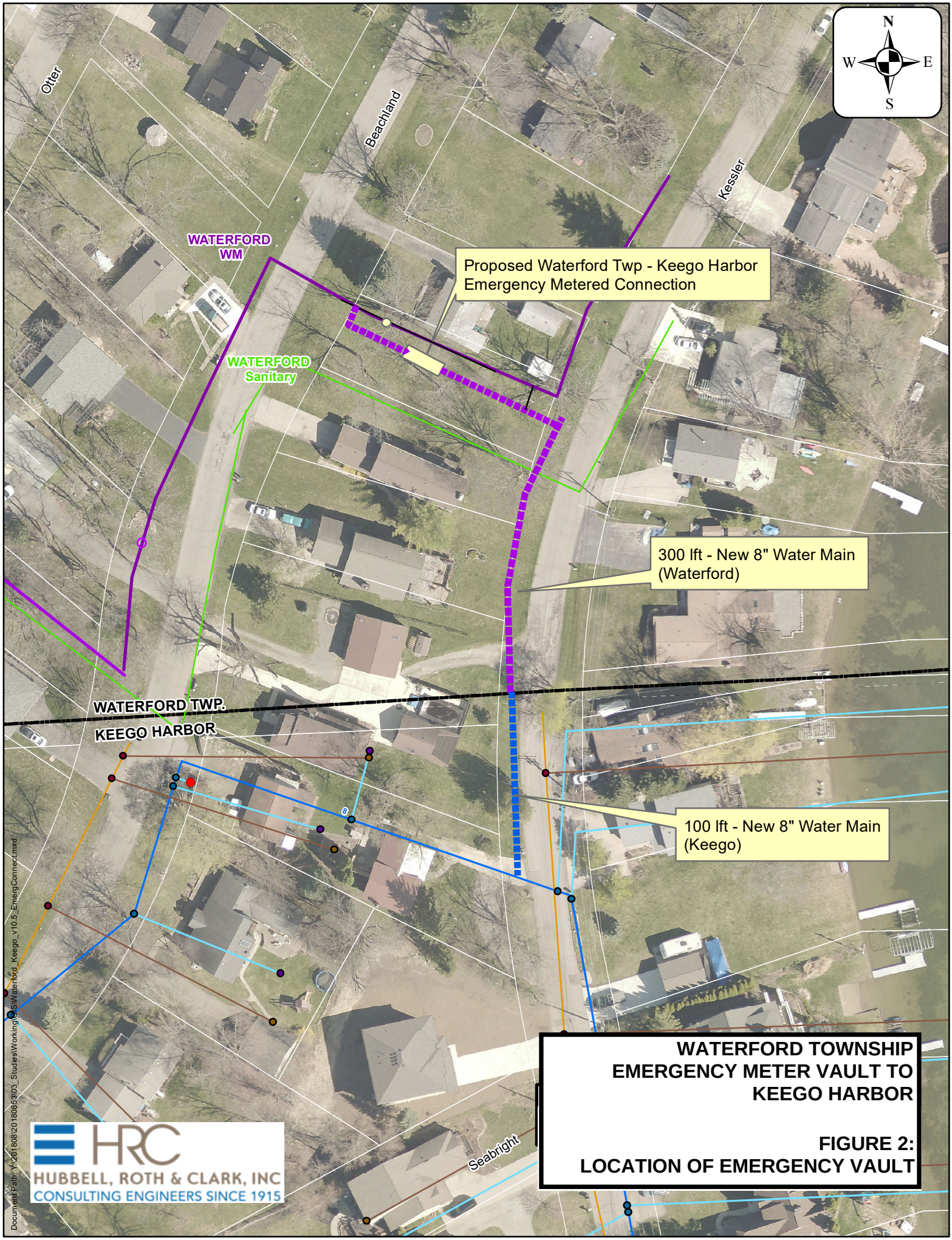
Attachment
Enclosure
pc: HRC; File



WATERFORD TOWNSHIP EMERGENCY METER VAULT TO KEEGO HARBOR

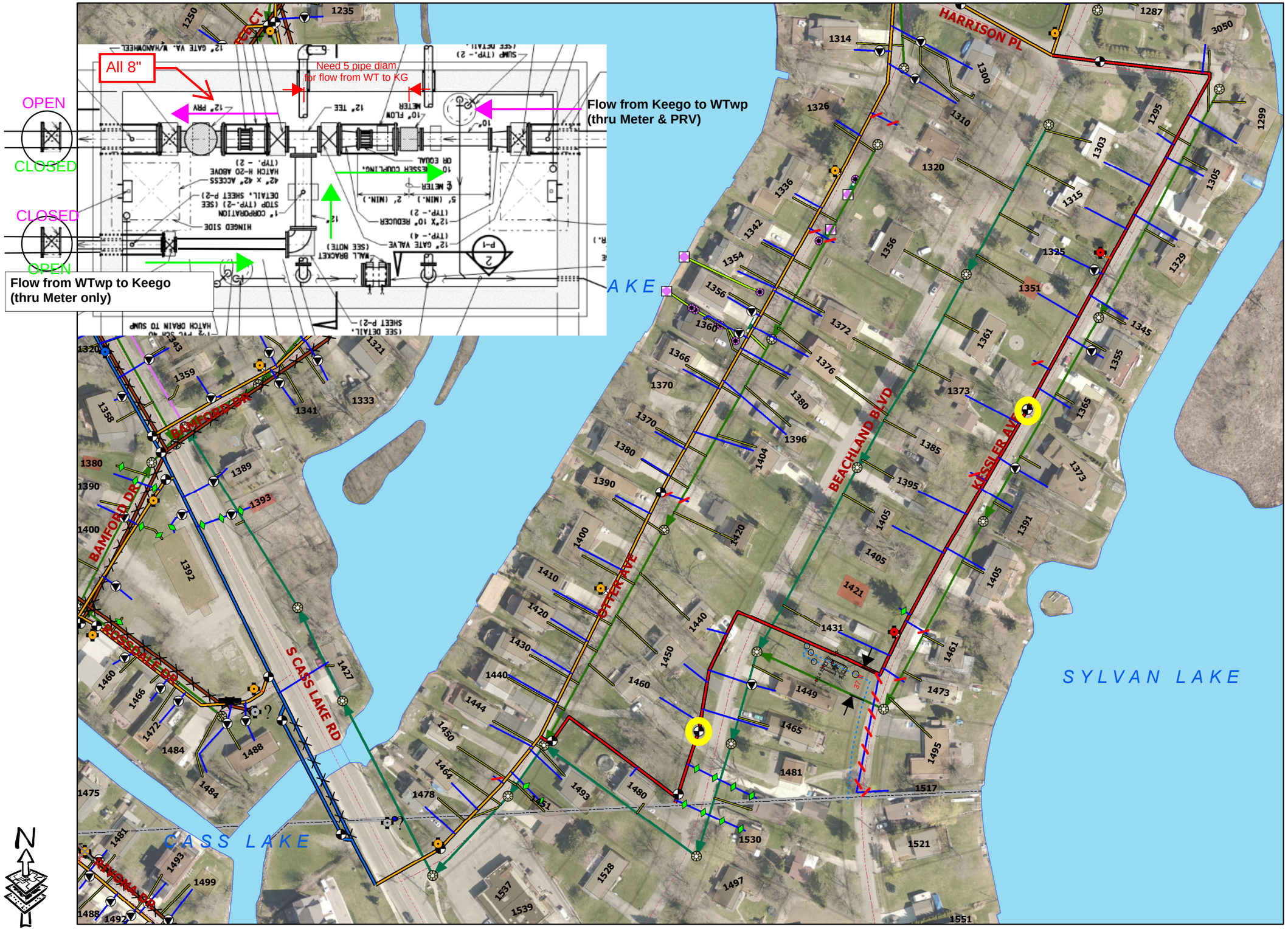
FIGURE 1: WATER SERVICE AREA

HRC
HUBBELL, ROTH & CLARK, INC
CONSULTING ENGINEERS SINCE 1915



WATERFORD TOWNSHIP EMERGENCY METER VAULT TO KEEGO HARBOR

FIGURE 2: LOCATION OF EMERGENCY VAULT



WATERFORD TOWNSHIP
EMERGENCY METER VAULT
TO KEEGO HARBOR

FIGURE 3:
PRELIMINARY DESIGN
CONCEPT

HRC
HUBBELL, ROTH & CLARK, INC
CONSULTING ENGINEERS SINCE 1915

HUBBELL, ROTH & CLARK, INC
CONSULTING ENGINEERS SINCE 1915

ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST

PROJECT: **Waterford/Keego Harbor Emergency Connection**
LOCATION: **Kessler/Beachland -Waterford Twp, MI**
BASIS FOR ESTIMATE: [X] CONCEPTUAL [ ] PRELIMINARY [ ] FINAL
WORK: **Emergency Meter Vault**

DATE: **6/11/2020**
PROJECT NO. **20180853**
ESTIMATOR: **NS/CC/BS**
CHECKED BY: **NS/JB**

ITEM NO.	ITEM DESCRIPTION	EST. QUANT.	UNIT	UNIT PRICE	TOTAL COST
1	Mobilization (5% Max)	1		$ 24,000.00	$ 24,000.00
2	Tree, Rem, 6 inch to 18 inch, Special	3	Ea	$ 900.00	$ 2,700.00
3	Remove and Dispose of Existing Asbestos Cement Pipe	30	LFT	$ 70.00	$ 2,100.00
4	Water Main, DI WM, CL 54, 8 inch	400	LFT	$ 160.00	$ 64,000.00
5	Gate Valve and Well, 8 Inch	5	EA	$ 6,000.00	$ 30,000.00
6	Water Main Connection, 8 in to 8 in	1	EA	$ 5,500.00	$ 5,500.00
7	Water Main Connection, 8 in to 6 in	1	EA	$ 5,500.00	$ 5,500.00
8	Pavement Removal	20	SYD	$ 45.00	$ 900.00
9	Pavement Replacement, 4.5" Bit. on 21AA	20	SYD	$ 120.00	$ 2,400.00
10	Property Protection Fence	200	LFT	$ 7.00	$ 1,400.00
11	Temporary Earth Retention System, Design and Install	1	LSUM	$ 35,000.00	$ 35,000.00
12	Dewatering	1	LS	$ 35,000.00	$ 35,000.00
13	Meter/PRV Vault Inc. All Internals	1	LSUM	$ 210,000.00	$ 210,000.00
14	Drain Basin, Sump, Sump Discharge	1	LSUM	$ 10,000.00	$ 10,000.00
15	Exhaust Fan, Discharge and Vent	1	LSUM	$ 3,000.00	$ 3,000.00
16	Control Cabinet Foundation	1	EA	$ 1,900.00	$ 1,900.00
17	Control Cabinet, Incl All Internals	1	LSUM	$ 8,000.00	$ 8,000.00
18	Site Electrical	1	LSUM	$ 12,000.00	$ 12,000.00
19	Vault Electrical, Incl All Internals	1	LSUM	$ 15,000.00	$ 15,000.00
20	Cold Weather Protection	130	CYD	$ 250.00	$ 32,500.00
21	Trench Undercut and Backfill	30	SYD	$ 50.00	$ 1,500.00
22	DTE Allowance	1	LSUM	$ 2,000.00	$ 2,000.00
23	Site Restoration	1	LS	$ 4,000.00	$ 4,000.00
24	Soil Erosion and Sedimentation Control	1	LS	$ 2,500.00	$ 2,500.00
25	Maintaining Traffic	1	LS	$ 1,500.00	$ 1,500.00
				CONSTRUCTION SUBTOTAL	**$ 513,000.00**
	Contingencies	20	%		$ 103,000.00
	Engineering, Administration	25	%		$ 128,000.00
	ENGINEER'S OPINION OF CONSTRUCTION COST				**$ 744,000.00**

March 20,2020

Russ
This is the motion that was approved at our City Council Meeting last night.

The City of Keego Harbor does hereby support the request of Waterford Township to allow an emergency interconnection of their water system and ours near the municipal boundaries between Beachland and Kessler Roads. This connection will serve both communities in the event of scheduled or emergency loss of water supply to this area. The construction and maintenance of this connection shall be at the sole cost of Waterford Township. Specific operations and costs of water supplied provisions will be memorialized in an intergovernmental agreement prepared by Waterford Township and presented to the City for review and approval prior to the start of construction.

Tammy Neeb
Acting City Manager / City Clerk

City Of Keego Harbor
2025 Beechmont St.
Keego Harbor MI 48320

O:248-515-8461
F: 248-682-2008

STATE OF MICHIGAN
DEPARTMENT OF
ENVIRONMENT, GREAT LAKES, AND ENERGY
WARREN DISTRICT OFFICE

GRETCHEN WHITMER
GOVERNOR

LIESL EICHLER CLARK
DIRECTOR

February 4, 2020

Mr. Russell Williams
Waterford Township
5240 Civic Center Drive
Waterford, Michigan 48329

Dear Mr. Williams

SUBJECT: Water System Interconnection

This letter is in response to your request for EGLE's overview opinion on intergovernmental water system interconnections, specifically between Waterford Township and Keego Harbor. We understand the new interconnection would only be used in the event of an emergency. EGLE supports the concept of emergency interconnections that would maintain water system pressure and provide a reliable supply of water in the event of an emergency. The construction of the interconnection will require an Act 399 permit from EGLE. In addition, EGLE should be made aware of any emergency interconnection uses. The use of an emergency interconnect could affect water quality and additional monitoring and treatment may be warranted.

If you have any questions, please contact me by phone at 586-753-3759, by email at donaldsonk@michigan.gov, or by mail at EGLE, 27700 Donald Court, Warren, Michigan 48092.

Sincerely,

Kris Donaldson

Kris Donaldson, P.E.
District Supervisor
Field Operations Section
Drinking Water and Environmental Health Division

cc: Ms. Tiffany Yusko-Kotimko, EGLE

WRC

WATER RESOURCES COMMISSIONER

Jim Nash

February 5, 2020

Mr. Russell Williams
Director of Public Works
Waterford Township
5200 Civic Center Drive
Waterford, MI 48329

Subject: Letter of Support for construction of an emergency connection between Waterford Township and Keego Harbor water systems

Mr. Williams:

The Oakland County Water Resources Commissioner's office (WRC) operates and maintains the Keego Harbor water system. In our role as water system operator we understand the importance of providing a high level of service to water customers. An emergency connection between water systems can be an effective tool to provide water to an area when the primary source is out of service. Emergency connections were effectively used by WRC to provide water service to thousands of customers in the last year. They are effective in both planned and emergency work.

WRC is in support of the proposed emergency connection between the City of Keego Harbor and Waterford Township. This emergency connection could be used by either community in an emergency or as part of planned water system improvements.

WRC looks forward to working with you on this important project. Please contact me at 248-452-2271 or ploofa@oakgov.com if we can provide any additional information or support as this project moves ahead.

Sincerely,

Amy Ploof, P.E.
Chief Engineer – Water Systems

C: Jered Ottenwess, City Manager of Keego Harbor

One Public Works Drive • Building 95 West • Waterford, MI 48328-1907
Phone: 248.858.0958 • Fax: 248.858.1066 • www.oakgov.com/water

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WATERFORD TOWNSHIP

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DEVELOPMENT SERVICES DEPARTMENT

Rob Merinsky, P.E.
Director

Brent A. Gibson
Superintendent of Building Division

Jeffrey Polkowski, AICP
Superintendent of Planning & Zoning Division

MEMORANDUM

Date: June 15, 2020

To: Honorable Township Board

From: Scott Alef, Planner II

RE: Request to Split / Divide Parcel 13-36-101-013

Location: 2876 Woodbine Dr.

Applicants: Greg Rademacher

This office has completed a review of an application from Mr. Rademacher to split the above referenced properties and would offer the following comments:

Mr. Rademacher is proposing to split the existing parcel into a total of two parcels. The subject property is part of the Sylvan Shores subdivision and is made up of lots 14 & 15. Generally, Parcel A is averaged to 146’ x 48’ and Parcel B is averaged to 146’ x 47’. The resulting parcels are similar to, but not exactly the same as the original platted lots. As shown in Table 1, this would violate the three (3) to one (1) depth-to-width ratio as required by Section 15-082(c)(4) of the Waterford Township Code of ordinances

Table 1

	Parcel Depth	Parcel Width	Depth to Width Ratio	Area in SQFT
Parcel A	146.3’	48.1’	3.04:1	7,035
Parcel B	146’	47’	3.1:1	6,861

The two parcels are lake front properties with a varying waters edge. When accounting for only the actual land above water, the proposed parcels could be viewed as more conforming as shown in Table 2. The details of the resulting two proposed parcels are shown in Table 2 below:

Table 2

	Property Line Depth to Waters Edge		Average Depth to Waters Edge	Parcel Width	Depth to Width Ratio	Area in SQFT
	North	South				
Parcel A	130.1’	133.4	131.7’	47’	2.74 : 1	6,335
Parcel B	133.4	129.9’	131.6’	47’	2.8 : 1	6,186

The subject property is located within the R-1C, Single Family Residential zoning district. The district regulations, per Section 3-900, the Table of Zoning Lot, Area, and Bulk Regulations, do not establish a minimum width or area for the created properties.

Parcel A&B meets all requirements except for exceeding the depth-to-width ratio as required by Section 15-082(c)(4).

Considering this deficiency, the administrative review committee cannot approve the application to split Parcel number 13-36-101-013, 2876 Woodbine Dr., but finds merit in the proposal based on the character of the location of the parcel and the impact of Otter Lake on the arrangement of proposed parcels in this location.

However, the administrative review committee has also expressed concern for the differing character of the proposed parcels to the existing properties. Most other properties in the area are considered double lot properties. While there is no prohibition preventing the split for that reason, it is a factor worth considering in the current application.

Per Section 15-006 of the ordinance, the Township Board shall have the power to fully or conditionally vary or modify one or more regulations in this Chapter upon finding practical difficulties or unnecessary hardships in the way of carrying out the strict letter of this Chapter, such as topographical and other physical characteristics of a parcel or other difficulties which are not self-created or financial in nature, and:

(a) The granting of the specified variance will not be detrimental to the public welfare or injurious to other property in the area in which such property is situated.
(b) Such variance will not violate the provisions of the Act.
(c) Such variance will not have the effect of nullifying the interest and purpose of this Chapter, the Master Plan, or the Zoning Ordinance.

To that end, Development Services would have no objection to the Board finding favor with this request and granting the necessary variance.

If the Township Board agrees that there is merit in this application, it is recommended that the applicant's request for a variance to Township Board be granted to allow a total of two (2) parcels as requested.

If the Board does not agree with this option, the administrative denial of the split would be upheld and the applicant's only remaining option would be to seek relief through Circuit Court action.

Therefore, the following draft motion of approval has been prepared for your consideration:

Draft Motion of Approval

To grant the request for a variance for the lot split for 2876 Woodbine Dr. to permit a total of two (2) resulting parcels as per the application with the findings that:

(a) The granting of the specified variance will not be detrimental to the public welfare or injurious to other property in the area in which such property is situated.
(b) Such variance will not violate the provisions of the Act.
(c) Such variance will not have the effect of nullifying the interest and purpose of this Chapter, the Master Plan, or the Zoning Ordinance.

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WATERFORD TOWNSHIP

5200 Civic Center Drive
Waterford, Michigan 48329-3773
Telephone: (248) 674-6201 Fax: (248) 674-5451
gwall@waterfordmi.gov

Gary Wall
Township Supervisor

MEMO

To: **The Honorable Waterford Township Board**

From: **Gary Wall, Supervisor**

Date: **June 17, 2020**

Re: **Budget line-item adjustment for Senior Center contribution**

I respectfully request the Township Board's approval for a budget line-item adjustment in the amount of $20,000 from the general fund's fund balance to line item 17470-87500.

Attached to this memo is a summary of services and programs provided by the Waterford Senior Center including nutrition services through Meals on Wheels and the center's bistro, outreach services with a licensed social worker, the adult day service program known as Encore, and multiple social and recreation opportunities that help our seniors maximize their physical and mental health and contribute to enhanced quality of life.

In the past, Waterford Township has contributed $40,000 annually in support of these important services that, until recently, also included transportation for seniors and disabled adults. As you know, Waterford Township recently took over the transportation program and along with two other communities formed the West Oakland Transportation Authority (WOTA) to provide bus transportation to Waterford's senior and adult disabled residents.

The Waterford School District agreed that reducing the contribution by half this year would be reasonable with consideration to the change in fiscal responsibility for transportation.

Thank you for your consideration.

The Mission of the Waterford Senior Center: **to be the focal point in the Waterford Community for services, programs and activities associated with healthy aging.**

This includes a complete range of social, recreational, health and educational programs. Our Center is well known in the community for meeting the needs of frail, isolated seniors who depend on our traditional services such as homebound meals, outreach counseling and referral, and adult day care. However our building is full each day with active seniors who are striving to maintain their health and committed to learning new skills, engaging in programs that protect their health, prevent isolation and provide an opportunity to give back to help others.

- AAA1B Senior Nutrition federal grant program: Feeds 250 homebound seniors 60,000 meals per year and 10,000 on site meals per year. Meals are prepared by Waterford School District (WSD) food service staff. Meals are packed and delivered by volunteers under the supervision of Senior Center staff. This federal grant program is carefully monitored by AAA1B and requires careful management of records, finances and procedures. This program is funded by the Federal grant and local match dollars raised by fundraising and meal donations which are suggested at $3.00 for adults 60 years and older. Our 2019 Walk and roll for Meals raised $49,087.00 to support this program. Our onsite meals include the daily lunch served to the adult day care group and the seniors who gather for lunch and fellowship in the Bistro. This daily lunch program is required as part of the AAA1B Federal grant. Our nutrition department also holds senior healthy eating seminars such as how to prepare low budget healthy meals, better heart health and cooking for special diets like gluten free and diabetic meals.

- Outreach Services in affiliation with Elder Resource Solutions, LLC provides on-site services with a licensed MSW. This position was reduced from full time WSD employment to average of 20 hours per week independent contractor status to reduce the budget deficit in 2018. Our Outreach services handles approximately 150 calls each month for prescription assistance, Medicare, Medicaid counseling, housing and health care referrals, fraud and abuse concerns to name a few. Our annual Senior Expo and Senior Law Day are events that link seniors with important health screenings, lifestyle resources and legal education and resources. This department schedules senior education classes for physical and mental health issues as well as safety, fraud and abuse prevention. Grief support groups are scheduled monthly. We coordinate monthly "Ask the Nurse" health screenings and free hearing screenings twice a month. This department is funded primarily through fundraising and donations and subsidized by the adult day care program. In our current fiscal year $14,00 was raised in specific Outreach fundraising. Our 501c3 group Advocates for the Waterford Senior Center also is working to raise funds to support outreach services.

- Encore Adult Day Service program operates Monday through Friday 8am-4pm. This program provides a safe welcoming environment for adults who need socialization in a supervised setting. This is a respite program that allows family caregivers to take time away from 24 hour

care. These participants are guided through the daily activities of living, provided snacks, lunch and activities designed to engage and entertain them such as music, reminiscing and exercise. The staff are trained to provide assistance with personal care such as toileting and hygiene assistance, meal assistance, ambulation and transfer assistance and medication reminders. This program is funded by private pay based on $8.00 an hour and by a small percent (less than 4%) of Direct Service Purchase AA1B clients who pay with a Medicaid Waiver fee. This program is heavily regulated by AAA1B and requires professional supervision to maintain the standards of care required to receive Federal Medicaid funds. We are currently in the application process to receive federal Veterans funds. Our daily average attendance is 18 participants and we serve 40 participants each month. Our typical participant has a medically diagnosed cognitive issue such as Dementia, Alzheimer's, stroke disorder, closed head injury, multiple sclerosis or Parkinson 's disease. Our average age is 73 with our oldest client being 98 and our youngest 44. We also offer 2 Caregiver support meetings each month in affiliation with the Alzheimer's Association and annual caregiver trainings held with AAA1B.

- AARP Tax assistance program is held each year during tax season. This year we have scheduled 1,200 appointments in our computer lab. When we reviewed the viability of continuing this program with our reduced staff, we realized that there was no other option in Waterford to provide the equipment and support needed to operate. We actually had a committee look for options. While the actual tax work is completed by AARP trained volunteers the appointments are scheduled in our front office. This takes a huge amount of time from late December through April 15th. Our office staff consists of 2 people heavily supported by trained senior volunteers. We recently spent over $5,000 to upgrade the computer lab to accommodate this program to serve our community.

- Programs, recreation and travel are an important part of our daily operation and while some are duplicated with our Golden Age programs at the Township many are unique to our Center. We have a very active woodshop group who mentor novices, work on individual projects, group projects for fundraising for equipment maintenance and supplies as well as volunteer projects to help the Center and Preschool programs. We have woodcarvers and quilters who both meet twice a week. We have Project Linus who make blankets for hospitals. We have a gift shop open to the public Monday – Friday 10-3 featuring handcrafted items made locally by our members with 25% of all funds raised returning to support our Center. We have a weight loss group, Taking Pounds off Sensibly that meet here weekly. We have our Waterford Jam session in our Bistro every Thursday from 1-4pm. This group welcomes music lovers of all abilities to bring instruments and voices to the group. We have the Flight Sims for Seniors where seniors can experience the joy of flying with sessions available Monday, Wednesday & Friday from 9 -3. We are the home to the Waterford Garden Club who meet here monthly, and the S.A.Y. Seniors and You video group who meet here monthly and work with Media Network to train seniors in television production skills such as directing, filming, graphics and hosting programs. We have a computer club who meet monthly. We provide weekly meeting space for hearing impaired adults and Community Network disabled seniors. We are proud of our special theme events

and holiday parties – while these may be duplicated with our Park & Rec group we are proud to celebrate these events with our seniors. Our annual Veteran's celebration is a very well established tradition in Waterford with veterans receiving the meal at no cost. Our special event luncheons are made possible by contributions from our Community Partners who donate to support to the added costs of meals and entertainment. These meals are enhanced by our own Waterford Mott High School honor students who serve and clear our meals family style. Both Mott and Kettering provide entertainment at select special events. We have a full offering of daily activities and classes for health, exercise, art , dance and recreation such as cards and billiards. This includes Therapeutic Yoga and Senior Fit classes from St Joseph Mercy Hospital, a Tai Chi class & a mediation group. We have a book resale that offers paperbacks 4 for a dollar.

- Volunteer opportunities are a very important part of our healthy senior program. Our very small staff could not operate without the dedication and skills our members provide. From packing and delivering homebound meals, teaching classes, answering phones, waiting on customers, leading member orientation tours, to assisting in the adult day care, working with preschool or setting up special events, working fundraisers such our annual Enchanted Evening, our Walk for Meals, bake sales, craft shows, or the flea market. We could not exist without our member volunteers who enhance their own lives and health by volunteering.