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

July 13, 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 July 13, 2020, at 6:00 p.m. by electronic remote access.

The meeting will be held electronically by remote access as authorized by and in accordance with Michigan Governor Executive Order 2020-129, issued in response to the COVID-19 state of emergency. The public may participate in the meeting through GoToMeeting by computer, tablet or smart phone using the following link: https://global.gotomeeting.com/join/506527509

New to GoToMeeting? Get the app now and be ready when your first meeting starts:
https://global.gotomeeting.com/install/506527509

You may also dial in using your phone: United States (Toll Free): 1 866 899 4679 or United States: 1 (312) 757-3117
Access Code: 506-527-509

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 or Email: publiccomments@waterfordmi.gov

1. Approve Agenda

2. Announcements

2.I. Absent Voter Ballots

Absent Voter Ballots have mailed to residents that have requested an absent voter's ballot. You may return your ballot 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

Documents:

HOW TO RETURN YOUR ABSENT VOTERS BALLOT.PDF

2.II. 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.III. 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.IV. Waterford Library Curbside Pick-Up Service

Curbside Holds Pick-up Service is now available from the Library. Place holds on titles you want to borrow. When they are available you can pick them up curbside at the Library. Hours: Monday – Thursday, 1:00 p.m. - 6:00 p.m. and Saturday, 1:00 p.m.-5:00 p.m.

Documents:

CURBSIDE HOLDS PICK-UP SERVICE INFOGRAPHIC PNG (002).PNG

2.V. 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.VI. Online Summer Reading Programs

Online Summer Reading Programs from June 1, 2020, through August 1, 2020. 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.

2.VII. 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. 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.I. June 22, 2020, Special Meeting Minutes

Documents:

SM06-22-20.PDF

3.II. June 22, 2020, Meeting Minutes

Documents:

M06-22-20.PDF

3.III. July 2, 2020, Special Meeting Minutes

Documents:

SM07-02-20.PDF

3.IV. July 13, 2020, Bill Payment

Documents:

JULY 13 BILL PAYMENT.PDF

3.V. Receive The Clerk's Office May 2020 Report

Documents:

MONTHLY REPORTS- CLERKS - MAY 2020.PDF

3.VI. Receive The Library's May 2020 Report

Documents:

LIBRARY REPORT - MAY 2020.PDF

3.VII. Banner Request - Waterford School District

Documents:

BANNER REQUEST - WSD.PDF

4. Board Liaison Reports (Verbal)

5. Introduction

5.I. Zoning Ordinance Amendment 2020-Z-002 - Single Family Attached (R-M1, R-M2)

Documents:

ORD. NO. 2020-Z-002 - ZONING ORDINANCE AMENDMENT - SINGLE FAMILY ATTACHED (R-M1, R-M2).PDF

5.II. Ord. No. 2020-Z-003 - Zoning Ordinance Amendment – Commercial Outdoor Storage (M-1)

Documents:

ORD NO 2020-Z-003.PDF

5.III. Ord. No. 2020-Z-004 - Zoning Ordinance Amendment – Banquet Halls (C-1, C-UB)

Documents:

ORD NO 2020-Z-004.PDF

5.IV. Zoning Ordinance 2020-Z-005; Proposed Map Adoption For The June 23, 2020, Planning Commission Meeting Case No. 20-06-01 Re-Adoption Of The Official Zoning Map

Documents:

ORD NO 2020-Z-005.PDF

5.V. Zoning Ordinance 2020-Z-006; Rezoning Case No. 20-02-02, Southeast Corner Of Dixie Highway And Waterford Road, Accessible From Rockcroft Blvd, From R1-A, PL To C-3,

Documents:

REVISED ORD. NO. 2020-Z-006 REZONING R1-A PL TO C-3.PDF

6. New Business

6.I. Approval Of Rental Agreement 2303 Crescent Lake Road

Documents:

LEASE AGREEMENT FOR BOARD MEETING.PDF

6.II. Recommendation To Partially Pre-Pay OMI Series 2020-A

Documents:

2020-A REC TO PARTIALLY PREPAY OMI JULY-2020.PDF

6.III. Neptune 360

Documents:

NEPTUNE 360 AGENDA ITEM REQUEST 20200706.PDF

6.IV. Great Lakes Water Authority Water Residential Assistance Program

Documents:

GLWA WRAP AGENDA ITEM REQUEST 20200707.PDF

6.V. Public Comments Limited To Three (3) Minutes Per Topic

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.

How to return your absent voter’s ballot:

Place your voted ballot into the Official Ballot Return Envelope

Voter must sign the envelope

Return via the secure drop box in the rear parking lot of Town Hall or mail via the U.S. Mail, UPS, Fed Ex, etc.

IMPORTANT! DID YOU...

- Sign in the box below in your own handwriting?
- Put your ballot in the envelope?
- Return to the local clerk by 8 p.m. on Election Day?

FOR CLERK'S USE ONLY

Returned:
Date and Time_____ Precinct No. _____
Ballot No. _____

☐ Voter signature verified (Initials) _____

☐ Rejected? Reason _____

I assert that:

- I am a United States citizen.
- I am qualified and registered to vote at the address listed.
- I am voting in conformity with state election law.
- I marked my ballot and placed it in this envelope without showing it to anyone.
- I am returning my ballot to the clerk's office by delivering it myself or a member of my immediate family or household, or sending it by public postal, express mail, or parcel post service, or other common carrier.

I understand that knowingly making a false statement is a misdemeanor.

VOTER SIGNATURE REQUIRED

VOTER sign here in ink. Power of attorney is not acceptable.

X _____ Signature of Absent Voter _____ Date / /

This box must be signed or your vote will not be counted.

If someone assists you or helps you mark your ballot, they must sign and identify themselves.

I assisted the voter who is disabled or unable to mark their ballot according to their directions and without showing it to another person.

Signature of Person Assisting Voter

Print Name of Person Assisting Voter

Address of Person Assisting Voter City State Zip

A person who assists an absent voter and who knowingly makes a false statement is guilty of a felony.

Keep your ballot secure.

It is a felony for anyone to be in possession of an absent voter ballot except authorized election officials, employees of postal services or other common carriers during the normal course of their job handling mail, or a member of the voter's immediate family or household who the absent voter has asked to return the ballot.

Ballot No.

Precinct No.

▼ Voter's Name, Address, City, State, Zip ▼

Official Ballot Return Envelope

To be opened only by the Precinct or Absent Voter Ballot Counting Board

Don't forget to sign on the back

Drop off or mail your ballot so that it is returned by 8 p.m. on Election Day.

Track your ballot at mi.gov/vote

FORM #695 www.PrintingSystems.us
(R 10/19) (P 12/19)

CLERK'S OFFICE
CHARTER TOWNSHIP OF WATERFORD
5200 Civic Center Drive - 2nd Floor
Waterford, MI 48329-3773

(1) 1st Class Stamp

FIRST CLASS POSTAGE REQUIRED

$0.55

SIGN BACK OF ENVELOPE

OFFICIAL ELECTION MAIL
Authorized by the U.S. Postal Service

CLERK'S OFFICE
CHARTER TOWNSHIP OF WATERFORD
5200 CIVIC CENTER DRIVE - 2ND FLOOR
WATERFORD, MI 48329-3773

WATERFORD TOWNSHIP PUBLI

Curbside Ho
Pick-up serv

PLEASE NOTE: MATERIAL AT OTH
MAY NOT BE AVAILABLE FO

1) BEGINNING JUNE 22,
YOUR HOLD REQUESTS T
OR PLACE A HOLD IN OU
ADULT AND TEEN SERVI
CHILDREN'S SERVICES: 2
EMAIL: WATEREF@WATE

2) YOU WILL BE NOTIFIED WHEN YOUR ITEM(S) ARE

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 194-145-157

Josh Bowren	Caller 01	Howard Shiffman
Gary Allison	Daryl Reppuhn	Mark Simlar

Supervisor Gary Wall called the meeting to order at 5:00 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 22, 2020

Moved by Markee,
Seconded by Frasca; RESOLVED, to approve the June 22, 2020, special meeting 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.

1.2 **Public Comments Limited to Three (3) Minutes per Speaker**

No one addressed the Board.

2. **CLOSED SESSION**

2.1 Approval to recess into closed session to consider attorney/client privileged correspondence and collective bargaining pursuant to Section 8 of the Open Meetings Act.

Moved by Markee,
Seconded by Frasca, RESOLVED, to enter into closed session to consider attorney/client privileged correspondence and collective bargaining pursuant to Section 8 of the Open Meetings Act. A roll call vote was taken.

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

Motion carried unanimously.

The Board into closed session at 5:04 p.m.

The Board returned to open session at 5:31 p.m.

ADJOURNMENT

Moved by Frasca
Seconded by Markee, RESOLVED, to adjourn the meeting at 5:32 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

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 214-603-317

Pam Hill	Greg Rademacher	Michael Ristich
Alison Swanson	Rob Merinsky	Mike Harris
Barb Miller	Scott Lindberg	Gary Dovre
Gary Allison	Janet Matsura	Paula Moore
Derek Diederich	Josh Bowren	Caller 2
Keith Szymanski	Russ Williams	Caller 3
Nicole Selais	Kelly Allen	
Bill Holbrook	Kristen Goetz	

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 22, 2020

Moved by Bartolotta,
Seconded by Markee; RESOLVED, to approve the June 22, 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 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.

2.2 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

2.3 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.

2.4 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

2.5 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)

2.6 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 #WYAchalkartPrizes 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.

2.7 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.

2.8 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.

2.9 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!

2.10 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

3.1 **Plante and Moran 2019 Fiscal Year Audit Presentation**

Pam Hill and Keith Szymanski, Plante Moran presented the Waterford Township Audit for Year End December 31, 2019.

Mr. Szymanski presented the graph presentation. Part One – Where the Township gets its governmental resources and how it spends them, Part Two – Financial Position of Township's governmental activities, Part Three – Enterprise Activities.

Ms. Hill compliance with Federal Awards and there was a clean opinion and the Township did not have any deficiencies or weaknesses within their internal controls (federal compliance and financial reporting). You should feel comfortable on the numbers the team is putting together. You have the proper internal controls to monitor the financial controls. There were no deviations from the audit plan.

Supervisor Wall thanked Ms. Hill, Mr. Szymanski, Ms. Miller and Mr. Deiderich for their hard work.

Trustee Bartolotta thanked Plante Moran for their detailed audit. He also thanked Mr. Deiderich and Ms. Miller for an outstanding job, year after year.

Treasurer Birch thanked Plante Moran.

3.2 **Waterford School District 2020 Bond Presentation**

Supernatant Scott Lindberg and Kelly Allen, with the Waterford School District, presented and provided information regarding the 2020 Bond Proposition that is on the August 4, 2020, State Primary Election.

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.

4.1 June 08, 2020, Meeting Minutes
4.2 June 22, 2020, Bill Payment
4.3 Receive the Treasurer's Office May 2020 Report
4.4 Fireworks Display - Loon Lake

Moved by Joliat,
Seconded by Frasca, RESOLVED, to approve Consent Agenda items 4.1 through 4.4. A roll call vote was taken.

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

Motion carried unanimously.

5. **Board Liaison Reports (Verbal)**

Treasurer Birch

The 2020 Pension System contributions will be $984,672 for the General Pension System and $3,328,794 for the Police and Fire Pension System. The two systems will be funded on July 1, 2020.

Supervisor Wall

Monday, July 6, 2020, Waterford Coach's Association will begin their shortened season.

Supervisor Wall provided a COVID-19 update and asked residents to keep doing what they are doing. Wear your mask, social distance, stay safe, and keep up the good job.

Supervisor Wall asked residents to do what they can to support our local Waterford Businesses. There is no doubt the financial COVID-19 pandemic has had a significant and long term effect on all of us. They are a virtual component of the Waterford Community in creating jobs, engaging in charitable and community endeavors, contributing to the character of our community, and providing desired and required products and services. Let's show these great Waterford Business how much we appreciate and count on them by doing business with them.

Clerk Markee,

Please return your absent voter ballot application as soon as possible. Absent Voter Ballots will mail this week. Please e-mail questions to elections@waterfordmi.gov.

6. Open Business

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

The following memo was received by 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.
>
> 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. _____

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

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

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.

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

(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

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

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 Bartolotta,
Seconded by Thomas, RESOLVED, to approve the Zoning Text Amendment Ordinance No. 2020-Z-001; Rezoning Case No. 20-03-01; Summit place Overlay District. A roll call vote was taken.

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

Motion carried unanimously.

7. New Business

7.1 Approval of Tentative Agreement with MAP - Dispatcher's Association

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

TENTATIVE AGREEMENT

May 20, 2020

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
DISPLATCHERS ASSOCIATION/
MICHIGAN ASSOCIATION OF POLICE

Moved by Birch,
Seconded by Joliat, RESOLVED, to approve the one year contract extension reached between the Charter Township of Waterford and the Michigan Association of Police – Dispatcher's Association. In addition, to approve the proper economic component to this agreement by transferring $14,245 from the 207 contingency fund to the proper salary and benefits line items. A roll call vote was taken.

Approval of Tentative Agreement with MAP - Dispatcher's Association Continued.

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

Motion carried unanimously.

7.2 **Approval of Tentative Agreement with the Command Officers Association of Michigan**

Clerk Markee stated that page 9, item 22.17 should say, “other” instead of “of her”.

Moved by Birch,
Seconded by Bartolotta, RESOLVED, to approve the tentative agreement between the Charter Township of Waterford and the Command Officers Association of Michigan. In addition, to approve the proper economic component to this agreement by transferring $69,938 from the 207 contingency fund to the proper salary and benefits line items. A roll call vote was taken. A copy of the agreement is attached to these minutes.

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

Motion carried unanimously.

7.3 **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**

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:

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 Continued.

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):

2016-2020 Consolidated Plan

- **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.

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)

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 Continued.

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,

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 Continued.

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: WALL, MARKEE, BIRCH, BARTOLOTTA, FRASCA, JOLIAT, AND THOMAS

NAYS: NONE

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 22nd day of June, 2020.

_____
Kim Markee, Clerk
Charter Township of Waterford

Rob Merinsky, Development Services Director, addressed the Board regarding the Community Development Block Grant and the CARES Act CDBG-CV Funding.

Supervisor Wall opened the public comments at 7:06

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 Continued.

Clerk Markee stated that this is a wonderful program for our residents and thanked Mr. Merinsky for his work on this program.

Mr. Dovre, Township Attorney, inquired if the Board needs to adopt the Resolution and if that accomplishes everything needed. He advised that Clerk Markee amend her motion to adopt the Resolution as required.

Clerk Markee amended her motion by adding "by adopting the Resolution as Presented".

Supervisor Wall closed the public hearing 7:14 p.m.

Moved by Joliat,
Seconded by Markee, RESOLVED, to approve the 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 by adopting the Resolution Presented. A roll call vote was taken.

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

Motion carried unanimously.

7.4 **Award of Window Project for Waterford Recreation Center**
The following memo was received from Alison Swanson, Director of Parks and Recreation.

> 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.

Award of Window Project for Waterford Recreation Center.

Moved by Joliat,
Seconded by Frasca, RESOLVED, to 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. A roll call vote was taken.

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

Motion carried unanimously.

7.5 **Water Interconnect With the City of Keego Harbor**
The following memo was received from Russell D. Williams, DPW Director.

> 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.

Water Interconnect With the City of Keego Harbor Continued.

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

Moved by Joliat,
Seconded by Markee, RESOLVED, to approve the budget amendment of $400,000.00 from 59045-97010 Water Capital infrastructure Preservation to 59045-97000 Water Capital Infrastructure; furthermore, to approve the Engineering 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. A roll call vote was taken.

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

Motion carried unanimously.

Clerk Markee asked Mr. Williams, "What happens if we replace the pipes and then the OCRC damages our new pipes?" Mr. Williams replied, "It's possible this could happen and we would work with them to resolve, and we may look at several different pipes to use for prevention."

7.6 **Request to Split / Divide Parcels 13-36-101-013; 2876 Woodbine Dr.**
The following memo was received from Scott Alef, Planner II, Development Services.

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

Request to Split / Divide Parcels 13-36-101-013; 2876 Woodbine Dr. Continued.

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.

Request to Split / Divide Parcels 13-36-101-013; 2876 Woodbine Dr. Continued.

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.

Township Attorney Gary Dovre stated if it is the intent to approve the lot split he recommended using the draft motion language provided on page two of Mr. Alef's staff report. The Ordinance allows for a variance from the maximum 3 to 1 lot width to depth ratio, as stated in Mr. Alef's staff report, which meets the requirement findings for a variance.

Moved by Bartolotta,
Seconded by Frasca, RESOLVED, 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 required findings under Section 15-006 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 and (c) Such variance will not have the effect of nullifying the interest and purpose of this Chapter, the Master Plan, or the Zoning Ordinance. A roll call vote was taken.

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

Motion carried unanimously.

7.7 **Budget Line-Item Adjustment for Senior Center Contribution**
The following memo was received from Supervisor Wall.

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

Budget Line-Item Adjustment for Senior Center Contribution Continued.

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.

Moved by Markee,
Seconded by Frasca, RESOLVED, to approve a budget line-item adjustment in the amount of $20,000.00, from the general fund balance to line item 17470-87500 for the Senior Center Contribution. A roll call vote was taken.

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

Motion carried unanimously.

7.8 **Public Comments Limited to Three (3) Minutes per Speaker**

No one addressed the Board.

ADJOURNMENT

Moved by Frasca
Seconded by Birch, RESOLVED, to adjourn the meeting at 7:46 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

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

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

TOWNSHIP BOARD MEETING | MINUTES
CHARTER TOWNSHIP OF WATERFORD | VIRUAL GoToMeeting 432559949
MONDAY, JULY 02, 2020 | 4:00 P.M.

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

BOARD MEMBERS ABSENT:
Karen Joliat, Trustee

OTHERS PRESENT via GoToMeeting 214-603-317
Gary Allison Josh Bowren

Supervisor Gary Wall called the meeting to order at 4:00 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 except Trustee Joliat.

1. APPROVE AGENDA

1.1 July 02, 2020

Moved by Birch,
Seconded by Markee; RESOLVED, to approve the July 02, 2020 agenda, as printed. A roll call vote was taken.

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

Motion carried unanimously.

2. NEW BUSINESS

2.1 **Consider Fireworks Display Permit for Otter Lake, July 10, 2020**

Moved by Birch,
Seconded by Frasca, RESOLVED, to approve the July 10, 2020, Fireworks Display Permit for Otter Lake. A roll call vote was taken.

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

Motion carried unanimously.

2.2 **Public Comments Limited to Three (3) Minutes per Speaker**

No one addressed the Board.

ADJOURNMENT

Moved by Frasca,
Seconded by Thomas, RESOLVED, to adjourn the meeting at 4:06 p.m. A roll call vote was taken.

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

Motion carried unanimously.

Kim Markee, Clerk

Gary Wall, Supervisor

FOR CASH ACCOUNT: 70000 01000 FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR	NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
290094	07/07/2020	PRINTED	011730	ARROW PRINTING	198.85			
290095	07/07/2020	PRINTED	013684	AQUATIC SERVICES INC	5,800.00			
290096	07/07/2020	PRINTED	013995	AZTECA SYSTEMS INC	26,195.00			
290097	07/07/2020	PRINTED	021079	BAKER & TAYLOR BOOKS	144.69			
290098	07/07/2020	PRINTED	021380	BILLS PLBG & SEWER SERV I	168.00			
290099	07/07/2020	PRINTED	023587	HILLARIE F BOETTGER PLLC	300.00			
290100	07/07/2020	PRINTED	023804	BRENTWOOD ELECTRIC	35.00			
290101	07/07/2020	PRINTED	041192	CDW GOVERNMENT INC	73.75			
290102	07/07/2020	PRINTED	041222	CCLS INC	606.20			
290103	07/07/2020	PRINTED	041460	CLYDES FRAME & WHEEL SERV	1,516.22			
290104	07/07/2020	PRINTED	041495	CMP DISTRIBUTORS INC	1,187.00			
290105	07/07/2020	PRINTED	043364	AT&T MOBILITY	68.98			
290106	07/07/2020	PRINTED	043626	CONSUMERS ENERGY	2,524.07			
290107	07/07/2020	PRINTED	043952	CYNERGY PRODUCTS	4,220.82			
290108	07/07/2020	PRINTED	044220	CHASE CARD SERVICES	5,801.54			
290109	07/07/2020	PRINTED	051445	DLZ MICHIGAN, INC	1,176.50			
290110	07/07/2020	PRINTED	053253	DTE ENERGY	39,685.46			
290111	07/07/2020	PRINTED	053580	DOORS OF PONTIAC	2,255.00			
290112	07/07/2020	PRINTED	091010	GABRIEL ROEDER SMITH & CO	2,500.00			
290113	07/07/2020	PRINTED	093026	RICHARD GALAT	300.00			
290114	07/07/2020	PRINTED	093451	GLOBAL OFFICE SOLUTIONS	589.52			
290115	07/07/2020	PRINTED	093565	GOODYEAR AUTO SERV CTR	584.00			
290116	07/07/2020	PRINTED	093594	GOOSE BUSTERS	227.50			
290117	07/07/2020	PRINTED	093705	GRAINGER	672.76			
290118	07/07/2020	PRINTED	101950	HYDRO CORP	7,132.00			
290119	07/07/2020	PRINTED	103023	HESCO	1,450.00			
290120	07/07/2020	PRINTED	113551	NICHOLS PAPER & SUPPLY CO	1,247.57			
290121	07/07/2020	PRINTED	121003	POWER PLAN	413.63			
290122	07/07/2020	PRINTED	121016	JB CONTRACTORS, INC	54,114.00			
290123	07/07/2020	PRINTED	123048	SHATHA JAZRAWI	967.28			
290124	07/07/2020	PRINTED	123583	JOES GREAT AMERICAN TREE	1,100.00			
290125	07/07/2020	PRINTED	143233	KENNEDY INDUSTRIES INC	23,364.00			
290126	07/07/2020	PRINTED	153276	LEE INDUSTRIAL CONTRACTIN	605.00			
290127	07/07/2020	PRINTED	153601	LOCKSMITH AROUND THE CLOC	660.00			
290128	07/07/2020	PRINTED	153606	LOGANS TREE AND LANDSCAPI	2,600.00			
290129	07/07/2020	PRINTED	161014	MI MUNICIPAL RISK MGMNT	15,256.01			
290130	07/07/2020	PRINTED	161071	M&R PRODUCE LLC	165.36			
290131	07/07/2020	PRINTED	161140	MCNABS HARDWARE	143.16			
290132	07/07/2020	PRINTED	163088	MASTER RADIATOR SERV INC	343.75			
290133	07/07/2020	PRINTED	163095	MAZZA AUTO PARTS INC	733.01			
290134	07/07/2020	PRINTED	163282	MEDMUTUAL LIFE	4,813.91			
290135	07/07/2020	PRINTED	163508	FERGUSON WATERWORKS #3386	1,839.39			
290136	07/07/2020	PRINTED	174044	MICHIGAN DEPT OF ENVIRONM	90.00			
290137	07/07/2020	PRINTED	174158	MICHIGAN CERTIFICATION BO	145.00			
290138	07/07/2020	PRINTED	183269	SPRINT SOLUTIONS	9.30			
290139	07/07/2020	PRINTED	183286	QUADIENT FINANCE USA, INC	40.95			
290140	07/07/2020	PRINTED	183952	NYE UNIFORM COMPANY	34.50			
290141	07/07/2020	PRINTED	193273	OFFICE DEPOT	54.42			
290142	07/07/2020	PRINTED	193933	OXYGEN FORENSICS INC	8,084.00			
290143	07/07/2020	PRINTED	204040	OAKLAND COUNTY TREASURER	163.94			
290144	07/07/2020	PRINTED	204040	OAKLAND COUNTY TREASURER	291.44			
290145	07/07/2020	PRINTED	204060	OAKLAND COUNTY ANIMAL CON	1,840.00			

FOR CASH ACCOUNT: 70000 01000 FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR	NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
290146	07/07/2020	PRINTED	211460	PLANTE & MORAN PLLC	20,400.00			
290147	07/07/2020	PRINTED	213211	PERCEPTIVE CONTROLS INC	4,851.00			
290148	07/07/2020	PRINTED	213566	COFFEE BREAK INC	68.50			
290149	07/07/2020	PRINTED	227601	NORTH OAKS CORVETTE CLUB	60.00			
290150	07/07/2020	PRINTED	233839	QUALITY FIRST AID AND SAF	71.23			
290151	07/07/2020	PRINTED	233852	QUALITY FIRE SERVICES	1,398.50			
290152	07/07/2020	PRINTED	243206	RECORDED BOOKS LLC	284.87			
290153	07/07/2020	PRINTED	243645	LISA ROCHFORD	240.00			
290154	07/07/2020	PRINTED	253293	HOWARD L SHIFMAN, P.C.	10,000.00			
290155	07/07/2020	PRINTED	254862	LAW OFFICE OF STEPHEN STE	550.00			
290156	07/07/2020	PRINTED	261102	TT TECHNOLOGIES INC	1,227.81			
290157	07/07/2020	PRINTED	271016	US BANK EQUIPMENT FINANCE	125.82			
290158	07/07/2020	PRINTED	273533	UNIFIRST CORP	439.16			
290159	07/07/2020	PRINTED	274551	UNIVERSAL LIFT PARTS, INC	869.89			
290160	07/07/2020	PRINTED	293355	WILBUR WHITE JR	63.76			
290161	07/07/2020	PRINTED	293605	WORLDWIDE INTERPRETERS IN	140.00			
290162	07/07/2020	PRINTED	500483	CSG FORTE PAYMENTS	70.00			
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Checks Already Mailed.
Jun 23 -> July 6

FOR CASH ACCOUNT: 70000 01000 FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR	NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
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289944	06/23/2020	PRINTED	011700	AQUA-WEED CONTROL INC	12,186.25			
289945	06/23/2020	PRINTED	011730	ARROW PRINTING	256.90			
289946	06/23/2020	PRINTED	011790	AT&T	1,395.76			
289947	06/23/2020	PRINTED	013685	APPLIED IMAGING	1,074.48			
289948	06/23/2020	PRINTED	021079	BAKER & TAYLOR BOOKS	1,344.36			
289949	06/23/2020	PRINTED	023068	K & Q LAW, PC	600.00			
289950	06/23/2020	PRINTED	023374	BILL PARSONS HORSESHOE &	150.00			
289951	06/23/2020	PRINTED	041192	CDW GOVERNMENT INC	698.61			
289952	06/23/2020	PRINTED	041460	CLYDES FRAME & WHEEL SERV	583.57			
289953	06/23/2020	PRINTED	043626	CONSUMERS ENERGY	1,711.64			
289954	06/23/2020	PRINTED	044064	CONTRACTORS FENCE & GATE	896.85			
289955	06/23/2020	PRINTED	051007	DTE ENERGY	71,941.77			
289956	06/23/2020	PRINTED	053215	DELTA DENTAL	44,886.02			
289957	06/23/2020	PRINTED	053389	LUNGHAMER GMC INC	530.65			
289958	06/23/2020	PRINTED	053580	DOORS OF PONTIAC	1,467.90			
289959	06/23/2020	PRINTED	063476	ELECTROCOMM-MICHIGAN, INC	130.00			
289960	06/23/2020	PRINTED	063932	EXXON MOBIL	38.12			
289961	06/23/2020	PRINTED	073634	FRANK D PATRELL0 II	150.00			
289962	06/23/2020	PRINTED	081660	FMG CONCRETE CUTTING	300.00			
289963	06/23/2020	PRINTED	083373	FIRESTONE TIRE & SERV CTR	1,092.75			
289964	06/23/2020	PRINTED	091835	GUNNERS METERS & PARTS IN	663.00			
289965	06/23/2020	PRINTED	093025	GALE/CENGAGE LEARNING	194.93			
289966	06/23/2020	PRINTED	093026	RICHARD GALAT	25.00			
289967	06/23/2020	PRINTED	093451	GLOBAL OFFICE SOLUTIONS	645.31			
289968	06/23/2020	PRINTED	093565	GOODYEAR AUTO SERV CTR	584.00			
289969	06/23/2020	PRINTED	093705	GRAINGER	91.74			
289970	06/23/2020	PRINTED	093833	GUARDIAN ENVIRONMENTAL SE	1,782.23			
289971	06/23/2020	PRINTED	093840	LOOMIS FARGO & CO	839.67			
289972	06/23/2020	PRINTED	103399	HILL'S PRINTING EQUIPMENT	505.12			
289973	06/23/2020	PRINTED	103584	JOHN H HOLMES	175.00			
289974	06/23/2020	PRINTED	113551	NICHOLS PAPER & SUPPLY CO	715.87			
289975	06/23/2020	PRINTED	121011	J&B MEDICAL SUPPLY	85.20			
289976	06/23/2020	PRINTED	121020	JA CARNEY PLUMBING	15.00			
289977	06/23/2020	PRINTED	143586	KONE INC	567.78			
289978	06/23/2020	PRINTED	143600	SCOTT C KOZAK	300.00			
289979	06/23/2020	PRINTED	153240	LESLIE TIRE	903.60			
289980	06/23/2020	PRINTED	153367	LIBRARY NETWORK, THE	2,587.88			
289981	06/23/2020	PRINTED	153604	HAROLD J LOVE, PLLC	1,300.00			
289982	06/23/2020	PRINTED	161700	MMRMA UNDERWRITING DEPT	252,442.00			
289983	06/23/2020	PRINTED	163368	MIDWEST COLLABORATIVE FOR	250.00			
289984	06/23/2020	PRINTED	163437	MICHIGAN LIBRARY ASSOCIAT	2,110.90			
289985	06/23/2020	PRINTED	163476	MIDWEST TAPE	2,041.57			
289986	06/23/2020	PRINTED	163489	DAVE MILLER LLC	85.00			
289987	06/23/2020	PRINTED	163523	MICHIGAN QUALITY ELECTRIC	165.00			
289988	06/23/2020	PRINTED	163858	TYLER BUSINESS FORMS	929.75			
289989	06/23/2020	PRINTED	174190	STATE OF MICHIGAN	210.00			
289990	06/23/2020	PRINTED	174870	STATE OF MICHIGAN	10,115.16			
289991	06/23/2020	PRINTED	183295	NEW CREATION HOMES, INC	983.73			
289992	06/23/2020	PRINTED	183578	NORTH ELECTRIC SUPPLY CO	1,500.94			
289993	06/23/2020	PRINTED	183952	NYE UNIFORM COMPANY	346.50			
289994	06/23/2020	PRINTED	193026	OPTO 22	616.52			

FOR CASH ACCOUNT: 70000 01000 FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR	NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
289995	06/23/2020	PRINTED	193074	MEDIA NEWS-21CM ADVERTISI	1,475.44			
289996	06/23/2020	PRINTED	193277	OFFICIAL PAYMENTS CORP	130.00			
289997	06/23/2020	PRINTED	193293	OGLETREE,DEAKINS,NASH,SMO	2,268.00			
289998	06/23/2020	PRINTED	193713	ORKIN, LLC	995.60			
289999	06/23/2020	PRINTED	193882	OVERDRIVE, INC.	3,172.41			
290000	06/23/2020	PRINTED	204040	OAKLAND COUNTY TREASURER	480.00			
290001	06/23/2020	PRINTED	204860	ROAD COMMISSION FOR	46.72			
290002	06/23/2020	PRINTED	204950	OAKLAND COUNTY YOUTH ASSI	500.00			
290003	06/23/2020	PRINTED	211016	PLM LAKE & LAND MANAGEMEN	8,696.97			
290004	06/23/2020	PRINTED	213294	PATRICIA PECK	83.66			
290005	06/23/2020	PRINTED	213566	COFFEE BREAK INC	34.25			
290006	06/23/2020	PRINTED	213584	PONTIAC MAILING SERVICE L	323.31			
290007	06/23/2020	PRINTED	213723	PROGRESSIVE AE	1,750.00			
290008	06/23/2020	PRINTED	227726	SANDRA MORROW	71.00			
290009	06/23/2020	PRINTED	243206	RECORDED BOOKS LLC	136.90			
290010	06/23/2020	PRINTED	243645	LISA ROCHFORD	290.00			
290011	06/23/2020	PRINTED	251234	SECREST WARDLE LYNCH HAMP	12,500.00			
290012	06/23/2020	PRINTED	251383	ALICE SIAS	35.00			
290013	06/23/2020	PRINTED	253160	SCRAMLIN FEEDS	336.50			
290014	06/23/2020	PRINTED	253568	SOLTIS PLASTICS CORP	384.19			
290015	06/23/2020	PRINTED	254796	STONECO INC	1,104.24			
290016	06/23/2020	PRINTED	259001	SYSTIME, INC	3,780.00			
290017	06/23/2020	PRINTED	263255	TESTAMERICA LABORATORIES	573.60			
290018	06/23/2020	PRINTED	263387	TIPTOP ENTERTAINMENT LLC	375.00			
290019	06/23/2020	PRINTED	271016	US BANK EQUIPMENT FINANCE	153.16			
290020	06/23/2020	PRINTED	271016	US BANK EQUIPMENT FINANCE	1,741.11			
290021	06/23/2020	PRINTED	273533	UNIFIRST CORP	521.34			
290022	06/23/2020	PRINTED	283247	VESCO OIL CORP	220.60			
290023	06/23/2020	PRINTED	291312	WHEELS & BLADES INC	112.11			
290024	06/23/2020	PRINTED	293355	WILBUR WHITE JR	95.64			
290025	06/23/2020	PRINTED	293432	WILLIAMS DISTRIBUTION	35.00			
290026	06/23/2020	PRINTED	293568	WOLVERINE WATER WORKS INC	344.00			
290027	06/23/2020	PRINTED	293605	WORLDWIDE INTERPRETERS IN	140.00			
290028	06/23/2020	PRINTED	353051	PAMELA BOWDEN	175.00			
290029	06/23/2020	PRINTED	500246	MI MED INC	447.84			
290030	06/23/2020	PRINTED	500483	CSG FORTE PAYMENTS	1,731.68			
290031	06/26/2020	PRINTED	271764	U S POSTMASTER	2,200.00			
290032	06/30/2020	PRINTED	011016	GREAT LAKES ACE HARDWARE	51.44			
290033	06/30/2020	PRINTED	011021	ADI	193.60			
290034	06/30/2020	PRINTED	011700	AQUA-WEED CONTROL INC	19,045.00			
290035	06/30/2020	PRINTED	011730	ARROW PRINTING	245.85			
290036	06/30/2020	PRINTED	013685	APPLIED IMAGING	169.86			
290037	06/30/2020	PRINTED	014472	ALPHA DIRECTIONAL BORING	3,000.00			
290038	06/30/2020	PRINTED	021510	BLUE CROSS BLUE SHIELD	187,380.00			
290039	06/30/2020	PRINTED	023068	K & Q LAW, PC	355.00			
290040	06/30/2020	PRINTED	031631	PHILLIPS SIGN & DESIGN	100.00			
290041	06/30/2020	PRINTED	031935	LC CUSTOM HOMES	600.00			
290042	06/30/2020	PRINTED	032438	BELLA DECKS LLC	200.00			
290043	06/30/2020	PRINTED	032702	CREATIVE DECKS & FINISHED	100.00			
290044	06/30/2020	PRINTED	032786	DJ DEMOLITION	100.00			
290045	06/30/2020	PRINTED	032963	AMERICAN TOWER-VERIZON WI	600.00			
290046	06/30/2020	PRINTED	032964	ABSOLUTE CONSTRUCTION SLF	600.00			

FOR CASH ACCOUNT: 70000 01000 FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR	NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
290047	06/30/2020	PRINTED	032965	MICHAEL D SWARTZ	100.00			
290048	06/30/2020	PRINTED	032966	R N CONSTRUCTION	100.00			
290049	06/30/2020	PRINTED	032967	BRIGGS STREET LLC	100.00			
290050	06/30/2020	PRINTED	032968	CREATIVE DESIGN & CONSTRU	100.00			
290051	06/30/2020	PRINTED	033181	CREST HOMES	400.00			
290052	06/30/2020	PRINTED	038633	BLUE CHIP BUILDERS	100.00			
290053	06/30/2020	PRINTED	039771	EVER-DRY OF SOUTHEASTERN	100.00			
290054	06/30/2020	PRINTED	041192	CDW GOVERNMENT INC	340.86			
290055	06/30/2020	PRINTED	041218	C GREEN'S TREE SERVICE	575.00			
290056	06/30/2020	PRINTED	041495	CMP DISTRIBUTORS INC	37.90			
290057	06/30/2020	PRINTED	043626	CONSUMERS ENERGY	2,932.39			
290058	06/30/2020	PRINTED	044064	CONTRACTORS FENCE & GATE	1,195.80			
290059	06/30/2020	PRINTED	051445	DLZ MICHIGAN, INC	18,230.50			
290060	06/30/2020	PRINTED	053253	DTE ENERGY	5,425.85			
290061	06/30/2020	PRINTED	053867	DUBOIS CHEMICALS INC	250.00			
290062	06/30/2020	PRINTED	093451	GLOBAL OFFICE SOLUTIONS	2,346.53			
290063	06/30/2020	PRINTED	093702	JUDITH GRACEY	190.00			
290064	06/30/2020	PRINTED	093833	GUARDIAN ENVIRONMENTAL SE	2,113.64			
290065	06/30/2020	PRINTED	093863	GREAT LAKES WATER AUTHORI	2,934.38			
290066	06/30/2020	PRINTED	103584	JOHN H HOLMES	200.00			
290067	06/30/2020	PRINTED	121003	POWER PLAN	72.99			
290068	06/30/2020	PRINTED	121300	JGM VALVE CORP	3,673.00			
290069	06/30/2020	PRINTED	123606	ROSATI, SCHULTZ, JOPPICH	6,767.40			
290070	06/30/2020	PRINTED	143600	SCOTT C KOZAK	300.00			
290071	06/30/2020	PRINTED	143601	KONECRANES INC	433.00			
290072	06/30/2020	PRINTED	143707	KRONOS SAASHR, INC	995.92			
290073	06/30/2020	PRINTED	163423	MACALLISTER RENTALS	7,402.00			
290074	06/30/2020	PRINTED	163449	MICHIGAN RURAL WATER ASSO	875.00			
290075	06/30/2020	PRINTED	163485	PAULETTE MICHEL LOFTIN	900.00			
290076	06/30/2020	PRINTED	163508	FERGUSON WATERWORKS #3386	2,030.21			
290077	06/30/2020	PRINTED	183286	QUADIENT FINANCE USA, INC	241.02			
290078	06/30/2020	PRINTED	183286	NEOFUNDS	128.08			
290079	06/30/2020	PRINTED	183952	NYE UNIFORM COMPANY	183.50			
290080	06/30/2020	PRINTED	193456	DOUGLAS K OLIVER	965.00			
290081	06/30/2020	PRINTED	204505	OAKLAND SCHOOLS	271.18			
290082	06/30/2020	PRINTED	227727	JIMMY JOHNS FRANCHISE	350.00			
290083	06/30/2020	PRINTED	233839	QUALITY FIRST AID AND SAF	389.70			
290084	06/30/2020	PRINTED	241008	RKA PETROLEUM COMPANIES,	9,644.66			
290085	06/30/2020	PRINTED	243664	ROSE PEST SOLUTIONS	48.00			
290086	06/30/2020	PRINTED	251035	SAMS CLUB DIRECT	299.54			
290087	06/30/2020	PRINTED	253530	DAVE SMITH	806.40			
290088	06/30/2020	PRINTED	254851	STANDARD INSURANCE COMPAN	6,561.74			
290089	06/30/2020	PRINTED	273533	UNIFIRST CORP	308.26			
290090	06/30/2020	PRINTED	293024	WATERFORD CORSAIRS	65.00			
290091	06/30/2020	PRINTED	293348	WHITLOCK BUSINESS SYSTEMS	4,820.50			
290092	06/30/2020	PRINTED	500427	TRI-TECH FORENSICS, INC	21.60			
290093	06/30/2020	PRINTED	500483	CSG FORTE PAYMENTS	1,390.00			
		151 CHECKS		CASH ACCOUNT TOTAL	773,811.69		.00	

WATERFORD TOWNSHIP - Clerk's Report - May 2020

FUND #	FUND DESCRIPTION	BUDGET (FULL YEAR NET)		ACTUAL (YEAR TO DATE)				Budget Revenue Available For Anticipated Expenses (Total Budget Revenues Minus Actual YTD Expenses & Encumb.)
		ORIGINAL (Overbudget)	REVISED (Overbudget)	REVENUES	EXPENSES	ENCUMBRANCES	NET POSITION (Approximate Operating Cash Position)	
101	GENERAL (Net Fire/Police/Parks Support Transfers)	40,162	(46,853)	7,113,018	(5,472,789)	(368,299)	1,271,930	7,587,143
206	FIRE	215,044	210,756	15,523,022	(7,773,680)	(433,583)	7,315,759	12,788,290
207	POLICE	(121,949)	(155,059)	14,451,823	(5,381,284)	(15,162)	9,055,376	9,598,266
270	LIBRARY	(201,201)	(201,201)	2,026,699	(866,738)	(78,107)	1,081,853	1,288,745
280	PARKS & RECREATION	(70,561)	(72,551)	1,390,329	(627,754)	(16,133)	746,443	1,339,529
Sum Of Major Governmental Operating Funds		(138,505)	(264,908)	40,504,891	(20,122,245)	(911,284)	19,471,362	32,601,973
590	WATER/SEWER Operations	4,926,894	4,764,977	7,752,106	(6,945,395)	(481,316)	325,395	17,232,427
590	WATER/SEWER Capital Improve Operating	(2,409,150)	(2,564,133)	n/a	(513,679)	(292,451)	(806,130)	(1,758,003)
Sum Of Major Enterprise Fund Operations		2,517,744	2,200,844	7,752,106	(7,459,074)	(773,768)	(480,736)	15,474,424
599	WATER/SEWER Capital Improve DWRF/SRF Bond	n/a	Bond Proceeds-->			n/a	n/a	n/a

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CLERK'S FINANCIAL REPORT

For Period Ending

May-20

as of:	6/30/2020
Prepared By:	Barb Miller, Assistant Budget Director & Accounting Manager
Approved By:	Kim Markee, Township Clerk

WATERFORD TOWNSHIP - Clerk's Report - May 2020

FUND #	FUND DESCRIPTION	ORIGINAL BUDGET	REVISED BUDGET	FISCAL YEAR TO DATE	CURRENT MONTH TO DATE	*CURRENT MONTH BEGINNING*	ENCUM-BRANCES	AVAILABLE BUDGET BALANCE
101	***GENERAL FUND***							
10101	**GENERAL FUND REVENUES**	20,275,231	20,335,231	14,020,018	337,412	*13,682,606*		**6,315,213**
	GENERAL FUND EXPENSES:							
11010	TOWNSHIP BOARD	55,636	55,636	22,903	4,164	*18,739*		**32,733**
11360	DISTRICT COURT	2,816,630	2,844,230	1,037,779	167,619	*870,160*	32,691	**1,773,760**
11710	SUPERVISOR/ASSESSING	967,012	967,012	399,539	81,635	*317,904*	1,207	**566,266**
11910	ELECTIONS - CLERK	273,249	375,094	127,012	7,698	*119,314*	12,154	**235,928**
12160	CLERK'S OFFICE	718,702	718,702	285,587	45,329	*240,258*	1,413	**431,702**
12260	HUMAN & FISCAL RESOURCES	251,589	251,589	94,046	15,292	*78,754*	359	**157,183**
12480	GENERAL SERVICES	1,975,066	1,992,636	808,970	133,150	*675,820*	34,086	**1,149,581**
12490	RETIREE BENEFITS	1,055,598	1,055,598	363,926	71,364	*292,563*		**691,672**
12530	TREASURER'S OFFICE	692,450	695,680	274,529	40,607	*233,923*	26,174	**394,977**
12550	INFORMATION SERVICES	469,479	469,479	189,206	32,346	*156,861*	220	**280,053**
12650	FACILITIES & OPERATIONS	1,342,811	1,342,811	411,589	73,183	*338,406*	68,546	**862,677**
14100	DEVELOPMENT SERVICES	1,303,074	1,303,074	508,689	124,438	*384,252*	3,322	**791,062**
17470	COMMUNITY PROMOTIONS	237,750	237,750	195,796	469	*195,327*	188,128	**(146,174)**
17480	SCHOOL CROSSING GUARDS	46,699	46,699	9,642		*9,642*		**37,057**
19650	TRANSFERS TO OTHER FUNDS	8,029,324	8,026,095	7,650,574		*7,650,574*		**375,521**
	TOTAL GENERAL EXPENSES	20,235,069	20,382,084	12,379,789	797,294	11,582,495	368,299	**7,633,996**

WATERFORD TOWNSHIP - Clerk's Report - May 2020

FUND #	FUND DESCRIPTION	ORIGINAL BUDGET	REVISED BUDGET	FISCAL YEAR TO DATE	CURRENT MONTH TO DATE	*CURRENT MONTH BEGINNING*	ENCUM-BRANCES	AVAILABLE BUDGET BALANCE
590	***WATER/SEWER FUND***							
	WATER/SEWER REVENUES:							
59001	WATER REVENUES	6,205,250	6,205,250	1,702,760	449,378	*1,253,381*		**4,502,490**
59002	SEWER REVENUES	17,679,675	17,679,675	5,688,836	1,478,094	*4,210,742*		**11,990,839**
59003	GENERAL REV. (Inc. 59901/59902 Rev. Offsets)	874,213	774,213	360,511	26,130	*334,381*		**413,702**
59901	FUND 599- PROJECT REVENUES SOURCE (Combined With Org. 59003)							
59902	FUND 599- PROJECT REVENUES SOURCE (Combined With Org. 59003)							
	TOTAL WATER/SEWER REVENUES	24,759,138	24,659,138	7,752,106	1,953,602	5,798,504		**16,907,032**
	WATER/SEWER EXPENSES:							
OPERATIONAL ACTIVITY:								
59041	PUMPING & TREATMENT	1,380,612	1,380,612	459,780	114,392	*345,387*	*153,648*	**767,184**
59042	WATER DISTRIBUTION	611,644	611,644	190,363	43,843	*146,520*	*9,334*	**411,948**
59043	WATER SERVICES	544,911	544,911	105,740	17,684	*88,056*		**439,171**
59044	WATER/SEWER GEN. ADMIN.	5,110,623	5,156,477	2,172,966	255,731	*1,917,235*	*313,377*	**2,670,134**
59046	WATER DEBT - INTEREST & MISC FEES*	196,963	196,963	96,117		*96,117*		**100,846**
59048	WATER ELECTRICAL	163,310	163,310	36,958	6,310	*30,648*		**126,352**
59054	SEWER O & M	10,813,249	10,817,694	3,502,183	860,640	*2,641,543*	*4,957*	**7,310,553**
59056	SEWER DEBT - INTEREST & MISC FEES*	473,911	473,911	221,848		*221,848*		**252,063**
59057	HARDSHIP	12,000	12,000					**12,000**
59058	ENGINEERING SERVICES	490,121	501,739	142,110	27,801	*114,310*		**359,629**
59061	2003 BOND DEBT SERVICE	34,900	34,900	17,330		*17,330*		**17,570**
	Total Water Sewer Operating Activity	19,832,244	19,894,161	6,945,395	1,326,402	5,618,993	481,316	12,467,450
CAPITAL ACTIVITY:								
59045	WATER CAPITAL IMPROVEMENT.	1,609,150	1,701,239	148,585	2,317	*146,269*	*97,558*	**1,455,096**
59055	SEWER CAPITAL IMPROVEMENT.	800,000	862,894	365,094	290,135	*74,959*	*409,086*	**88,714**
59991	FUND 599-WATER IMPROVEMENT							
59992	FUND 599-SEWER IMPROVEMENT							
	Total Water Sewer Capital Improvement Activity	2,409,150	2,564,133	513,679	292,451	221,228	506,644	1,543,810
	TOTAL WATER/SEWER EXPENSES	22,241,394	22,458,294	7,459,074	1,618,853	5,840,220	987,960	14,011,260
	**INDICATES THAT DEBT/PRINCIPAL PAYMENTS ARE NOT REFLECTED AS EXPENSES*							

WATERFORD TOWNSHIP - Clerk's Report - May 2020

FUND #	FUND DESCRIPTION	ORIGINAL BUDGET	REVISED BUDGET	FISCAL YEAR TO DATE	CURRENT MONTH TO DATE	*CURRENT MONTH BEGINNING*	ENCUM-BRANCES	AVAILABLE BUDGET BALANCE
206	***FIRE DEPARTMENT FUND***							
20601	**FIRE DEPARTMENT REVENUES**	20,935,481	20,995,553	15,523,022	3,747,083	*11,775,939*		**5,472,531**
20630	**FIRE DEPARTMENT EXPENSES**	20,720,437	20,784,797	7,773,680	1,111,918	*6,661,761*	433,583	**12,577,534**
207	***POLICE DEPARTMENT FUND***							
20701	**POLICE DEPARTMENT REVENUES**	14,994,712	14,994,712	14,451,823	2,436,284	*12,015,539*		**542,889**
20730	**POLICE DEPARTMENT EXPENSES**	15,116,661	15,149,771	5,381,284	772,807	*4,608,477*	15,162	**9,753,325**
208	***POLICE RESTRICTED USE FUND***							
20801	**POLICE RESTRICTED USE REVENUES**	69,450	69,450	57,129	10,245	*46,885*		**12,321**
20830	**POLICE RESTRICTED USE EXPENSES**	216,104	216,104	160,699	113,741	*46,958*		**55,405**
209	***CEMETERY PREP. CARE FUND***							
20901	**CEMETERY REVENUES**	25,837	25,837	22,310	919	*21,391*		**3,527**
20927	**CEMETERY EXPENSES**							
210	***POLICE & FIRE SPECIAL ASSESSMENT***							
21001	**P&F SAD REVENUES**	5,954,518	5,954,518	6,017,534	97	*6,017,436*		**(63,016)**
21030	**P&F SAD EXPENSES**	5,987,890	5,987,890	5,984,271	5,984,390	*(119)*		**3,619**
215	***WORKERS COMPENSATION FUND***							
21501	**WORKERS COMP. REVENUES**	17,500	17,500	35,267		*35,267*		**(17,767)**
21530	**WORKERS COMP. EXPENSES**	500	500					**500**

WATERFORD TOWNSHIP - Clerk's Report - May 2020

FUND #	FUND DESCRIPTION	ORIGINAL BUDGET	REVISED BUDGET	FISCAL YEAR TO DATE	CURRENT MONTH TO DATE	*CURRENT MONTH BEGINNING*	ENCUM-BRANCES	AVAILABLE BUDGET BALANCE
243	***ECONOMIC DEVELOPMENT***							
24301	**EDC REVENUES**	1,523	1,523	979	241	*737*		**544**
24370	**EDC EXPENSES**	46,260	46,260					**46,260**
246	***IMPROVEMENT REVOLVING FUND***							
24601	**IMPROVEMENT REVL. REVENUES**	725,370	725,370	630,213	7,265	*622,947*		**95,157**
24602	**IMPROVEMENT REVL. REVENUES**	5,000	5,000	9,293		*9,293*		**(4,293)**
24690	**IMPROVEMENT REVL. EXPENSES**	1,088,750	1,510,053	329,088	13,031	*316,056*	188,381	**992,584**
24692	**IMPROVEMENT REVL. EXPENSES**	5,000	5,000					**5,000**
250	***CABLE COMMISSION FUND***							
25001	**CABLE COMMISSION REVENUES**	395,222	395,222	198,265	70,612	*127,652*		**196,957**
25090	**CABLE COMMISSION EXPENSES**	421,076	421,076	159,239	57,092	*102,148*	97,597	**164,240**

WATERFORD TOWNSHIP - Clerk's Report - May 2020

FUND #	FUND DESCRIPTION	ORIGINAL BUDGET	REVISED BUDGET	FISCAL YEAR TO DATE	CURRENT MONTH TO DATE	*CURRENT MONTH BEGINNING*	ENCUM-BRANCES	AVAILABLE BUDGET BALANCE
260	***COMM. DEVL. BLOCK GRANT FUND.***							
CDBG ACTIVITY								
26350	**CDBG REVENUES**			94,603		*94,603*		**(94,603)**
26351	**CDBG - HOUSING REHAB**			61,220	7,211	*54,009*	816	**(62,036)**
26352	**CDBG - PROG ADMIN**			17,283	3,465	*13,818*		**(17,283)**
26354	**CDBG - PUBLIC IMPROVEMENTS**			35,172	35,172			**(35,172)**
26355	**CDBG - PUBLIC SERVICES**							
26358	**CDBG - CODE ENFORCEMENT**			63,900	13,707	*50,193*	124	**(64,025)**
NSP ACTIVITY								
26340	**NSP - REVENUES**							
26341	**NSP - EXPENSES**							
267	***MI INDIGENT DEFENSE FUND***							
26701	**MI INDIGENT DEFENSE - REVENUES**	220,761	220,761	141,459	80,278	*61,181*		**79,302**
26760	**MI INDIGENT DEFENSE - EXPENSES**	219,845	219,845	57,990	4,149	*53,841*		**161,855**
270	***LIBRARY FUND***							
27001	**LIBRARY REVENUES**	2,233,590	2,233,590	2,026,699	32,937	*1,993,762*		**206,891**
27790	**LIBRARY EXPENSES**	2,434,791	2,434,791	866,738	132,324	*734,415*	78,107	**1,489,946**
271	***LIBRARY DONATION FUND***							
27101	**LIBRARY DONATION REVENUES**	20,000	20,000	23,320	2,364	*20,955*		**(3,320)**
27190	**LIBRARY DONATION EXPENSES**	35,900	45,450	21,686	3,544	*18,142*	13,884	**9,880**
280	***PARKS & RECREATION FUND***							
28001	**PARKS & RECREATION REVENUES**	1,983,416	1,983,416	1,390,329	(11,378)	*1,401,707*	(1,810)	**594,897**
28090	**PARKS & RECREATION EXPENSES**	2,053,977	2,055,967	627,754	77,113	*550,641*	16,133	**1,412,080**

WATERFORD TOWNSHIP - Clerk's Report - May 2020

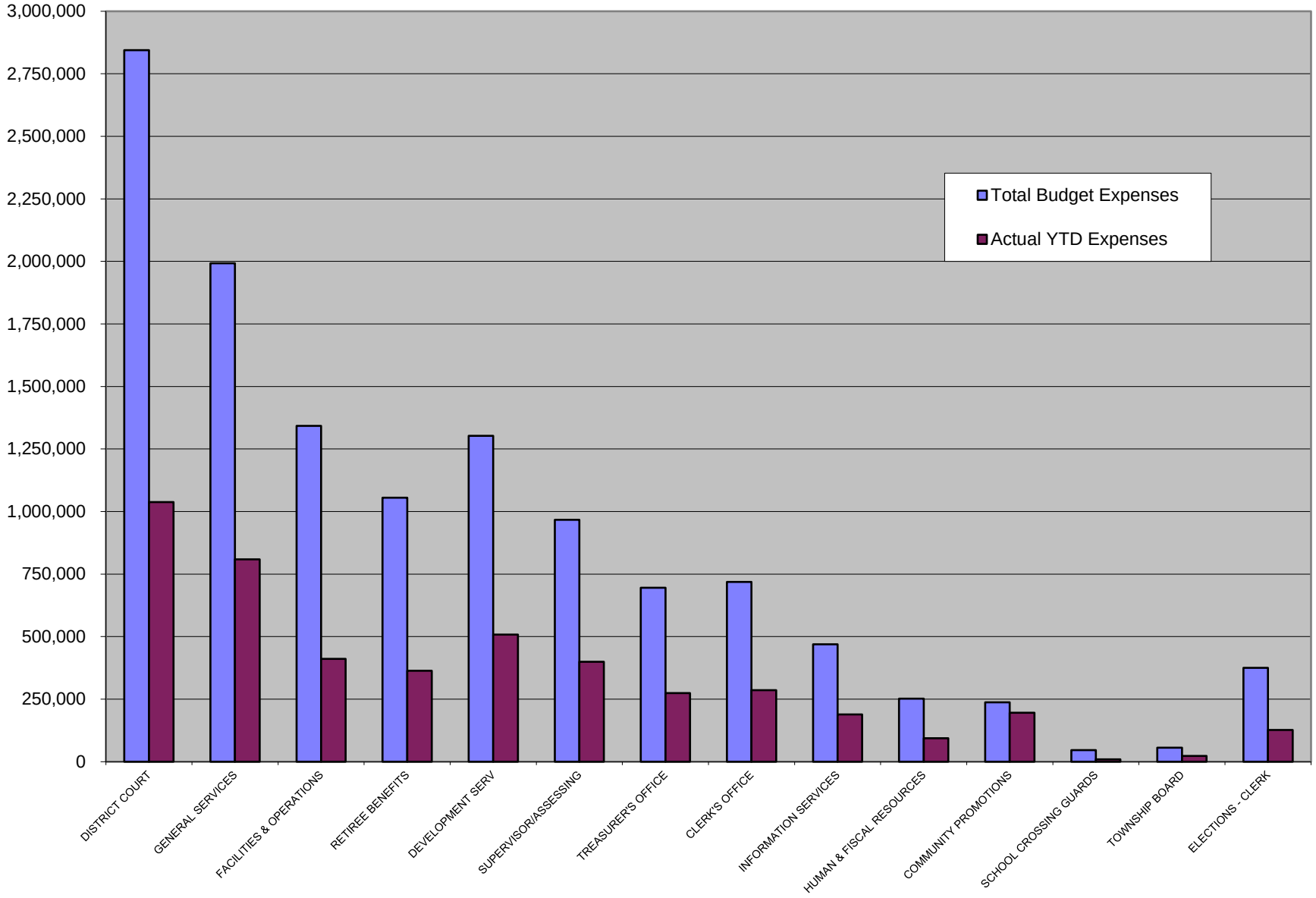
FUND #	FUND DESCRIPTION	ORIGINAL BUDGET	REVISED BUDGET	FISCAL YEAR TO DATE	CURRENT MONTH TO DATE	*CURRENT MONTH BEGINNING*	ENCUM-BRANCES	AVAILABLE BUDGET BALANCE
316	***UNEMPLOYMENT INS FUND***							
31601	**UNEMPLOYMENT INS SVC. REVENUES**			274	11	*263*		**(274)**
31630	**UNEMPLOYMENT INS SVC. EXPENSES**							
330	***CAPITAL PROJECT FUND***							
33001	**CAPITAL PROJECT REVENUES**	334,212	334,212	343,719	5,849	*337,870*		**(9,507)**
33030	**CAPITAL PROJECT EXPENSES**		103,250	107,622		*107,622*		**(4,372)**
360	***MOTOR POOL FUND***							
36001	**MOTOR POOL FUND REVENUES**	187,462	187,462	181,135	511			**6,327**
36090	**MOTOR POOL FUND EXPENSES**	15,995	15,995	3,392		*3,392*		**12,603**
680	***WATERFORD VETERANS MEMORIAL***							
68001	**VETERANS MEMORIAL REVENUES**	500	500	350	50	*300*		**150**
68070	**VETERANS MEMORIAL EXPENSES**	450	450	159		*159*		**291**

WATERFORD TOWNSHIP - Clerk's Report - May 2020

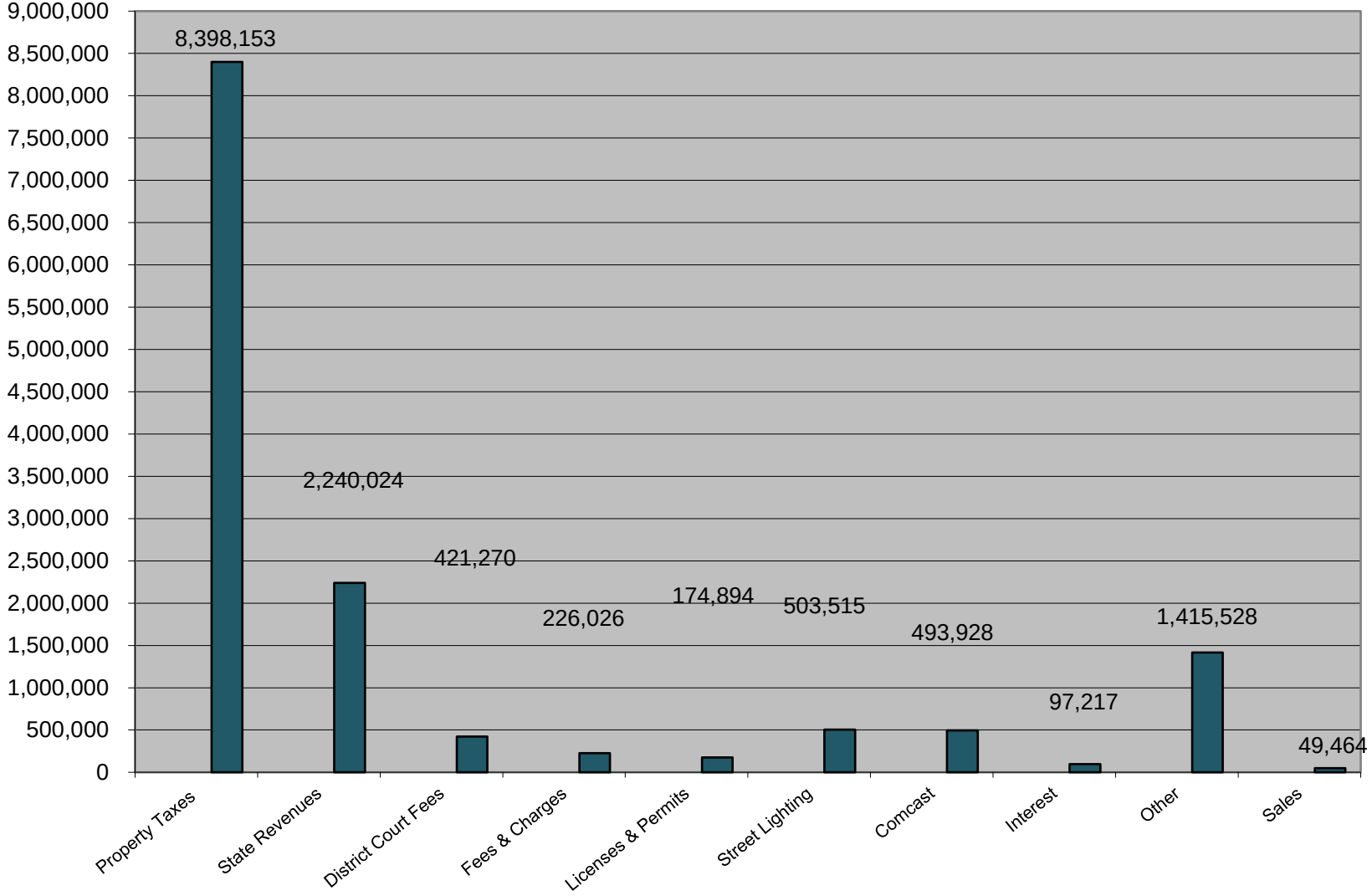
FUND #	FUND DESCRIPTION	ORIGINAL BUDGET	REVISED BUDGET	FISCAL YEAR TO DATE	CURRENT MONTH TO DATE	*CURRENT MONTH BEGINNING*	ENCUM-BRANCES	AVAILABLE BUDGET BALANCE
715	***YOUTH ASSISTANCE FUND***							
71501	**YOUTH ASST. REVENUES**	20,997	20,997	19,417	1,135	*18,282*		**1,580**
71570	**YOUTH ASST. EXPENSES**	37,410	37,410	9,510	388	*9,122*	970	**26,930**
718	***NATURE CENTER***							
71801	**NATURE CENTER REVENUES**	750	750	5,447		*5,447*		**(4,697)**
71890	**NATURE CENTER EXPENSES**							

FUND #	FUND DESCRIPTION	ORIGINAL BUDGET	REVISED BUDGET	FISCAL YEAR TO DATE	CURRENT MONTH TO DATE	*CURRENT MONTH BEGINNING*	ENCUM-BRANCES	AVAILABLE BUDGET BALANCE
844-851	***LAKE BOARD REV/EXP***							
84401	**LAKE OAKLAND LIB REVENUES**			99,636	19,090	*80,546*		**(99,636)**
84480	**LAKE OAKLAND LIB EXPENSES**			10,000	5,000	*5,000*		**(10,000)**
84501	**RAINBOW LAKE LIB REVENUES**			4,000		*4,000*		**(4,000)**
84580	**RAINBOW LAKE LIB EXPENSES**			4,000	4,000			**(4,000)**
84601	**SCOTT LAKE LIB REVENUES**			26,000		*26,000*		**(26,000)**
84680	**SCOTT LAKE LIB EXPENSES**			162	54	*108*		**(162)**
84701	**WATKINS LAKE LIB REVENUES**			57,983		*57,983*		**(57,983)**
84780	**WATKINS LAKE LIB EXPENSES**			*57,982*	57,982			**(57,982)**
84801	**HUNTOON LAKE LIB REVENUES**			24,710		*24,710*		**(24,710)**
84880	**HUNTOON LAKE LIB EXPENSES**							
84901	**VAN NORMAN LAKE LIB REVENUES**			43,203	25,245	*17,958*		**(43,203)**
84980	**VAN NORMAN LAKE LIB EXPENSES**			3,425	2,625	*800*		**(3,425)**
85001	**EAGLE LAKE LIB REVENUES**			20,744		*20,744*		**(20,744)**
85080	**EAGLE LAKE LIB EXPENSES**			800		*800*		**(800)**
85101	**WILLIAMS LAKE LIB REVENUES**			37,169		*37,169*		**(37,169)**
85180	**WILLIAMS LAKE LIB EXPENSES**			2,820	2,820			**(2,820)**

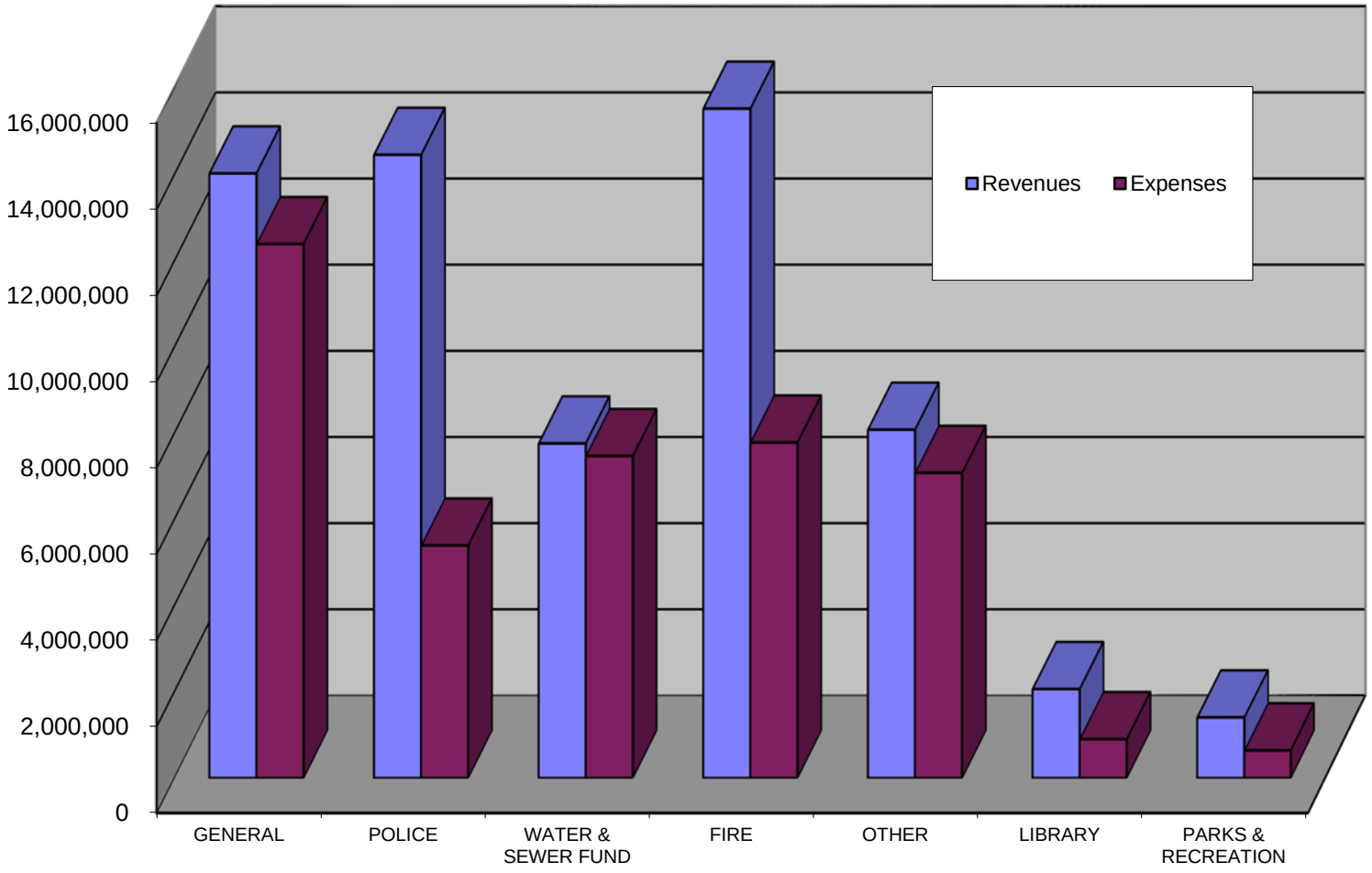
Waterford Township
Clerk's Report
May 2020
General Fund Department Expenses vs Total Budget



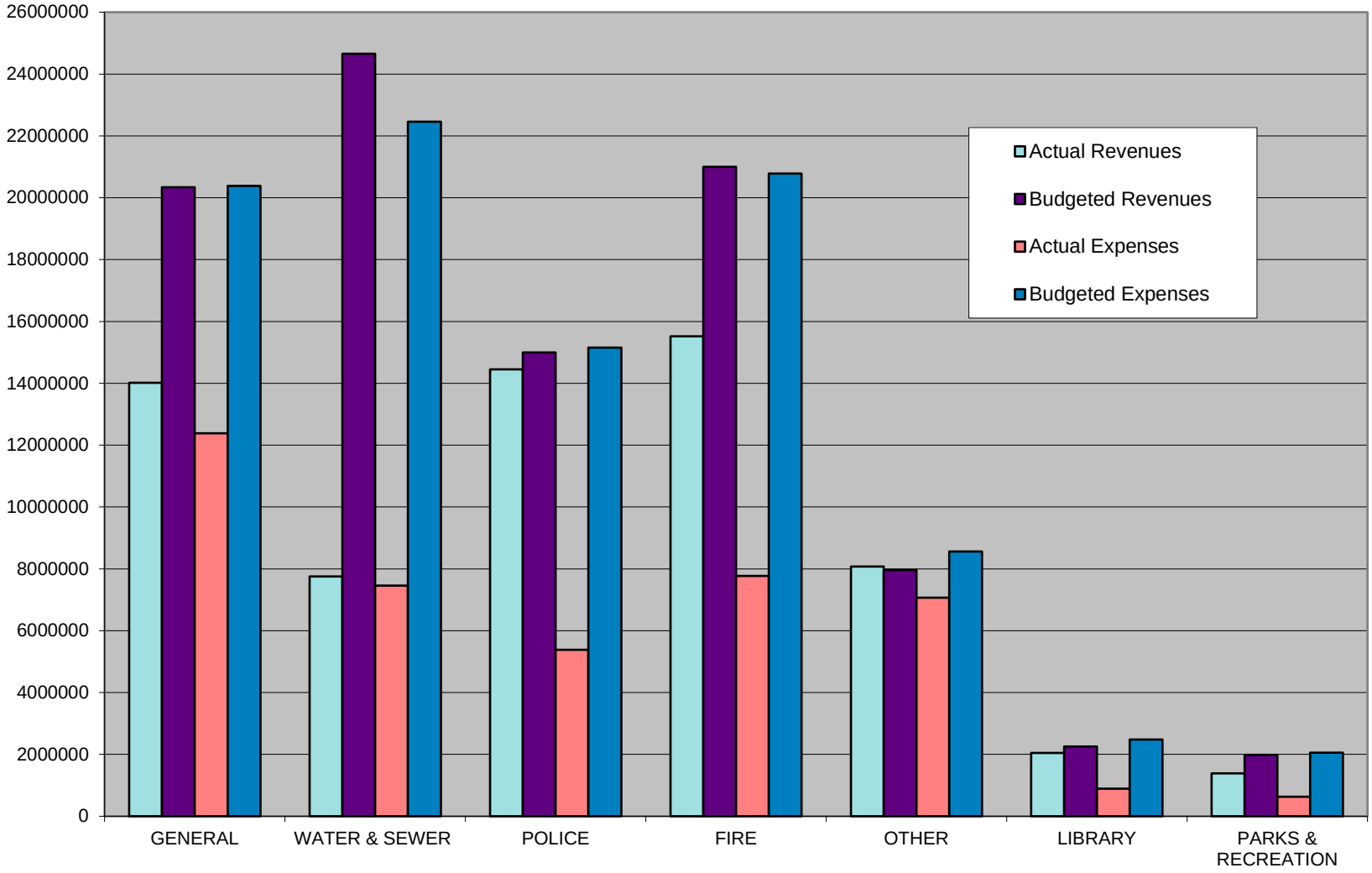
Waterford Township
Clerk's Report
May 2020
General Fund Revenue Source



Waterford Township
Clerk's Report
May 2020
Actual YTD Revenues vs Actual YTD Expenses



Waterford Township
Clerk's Report
May 2020
Actual Revenues vs Budgeted Revenues
Actual Expenses vs Budgeted Expenses



WATERFORD TOWNSHIP PUBLIC LIBRARY

Director's Report – May 2020

FROM THE DIRECTOR

This month all services remained in stasis as librarians and our head of Circulation worked remotely handling patron queries and service requests via phone, email and Facebook. They have been actively keeping us engaged with our community through of social media tools. The statistics for use of remote services continues to be a bit lower than expected but the biggest difference is the drop in use of the online catalog by patrons who are checking their library account and placing holds on items found while circulation of physical materials is at a standstill. One of many benefits from our vendors includes Ancestry.com opening up use of their database to remote users rather than restricting access to in-library use.

In preparation for implementing our multi-phase plan to restart on-site services, staff discharged all the returned materials that had been in quarantine and shelved them, a total of 2,770 items. As soon as the Stay Home, Stay Safe order is lifted, our staff can return to work. Our first priority will be to reconfigure our work area to comply with social distancing protocols. This will also require staff to work in staggered shifts.

The following is a broad outline for restarting on-site services. Note that a timeline for implementing will be developed as we have staff available, the shared circulation system is reconfigured to pre-closure settings and interlibrary loan services are reestablished in our cooperative and the Michigan Electronic Library (MeL). All of these are currently unknown.

Phase 1: (library closed) Open the outside book return to get items back that have been on loan since mid-March. Overdue fines are suspended until further notice. All materials have had their due dates extended to late June. We continue to issue library cards remotely so that patrons can access our eLibrary materials.

Phase 2: (library closed)

1. Set up Curbside Pickup for holds that have been on our HOLDS shelves since mid-March. Patrons will be called by staff to invite them in for curbside pick-up service. Outreach Services staff will contact homebound patrons and arrange to restart deliveries to them.
2. Curbside Pick-up expanded to include local holds, i.e. requests for items in Waterford's collection to be picked up at Waterford. Patrons should begin to receive hold notifications via email.
3. Curbside Pick-up expanded again to include holds on items in all libraries in the cooperative. Begin filling holds from other libraries to be sent out in the TLN delivery. MelCat requests will begin when this service is reinstated statewide.

Phase 3: Limited in-person services inside the Library.

Phase 4: Open to public with social distancing protocols.

Phase 5: Open for regular business.

As with all Township offices, care is being taken to ensure the health and safety of our patrons and our staff. Sanitizing protocols that will be followed throughout business hours are being implemented. Plexiglas shields are being installed, hand sanitizer will be widely distributed, staff are required to wear masks when at work and our patrons will be asked to wear masks when in the library.

Library staff is as eager to return to work as our patrons are to resume visits to the library. We will be proceeding cautiously as noted above.

SERVICE UPDATES

The following Service Updates are highlights by our department heads of activities their staff have been involved in this month.

Adults', Outreach, & Teens' Services

Submitted by J. Hansen, Head of Adults' & Outreach Services

While the building was closed, adult librarians working from home did such things as:

- Read reviews
- Created carts of items to order in Baker & Taylor
- Updated web pages, updated booklists on our website
- Purchased eBooks
- Posted to facebook, twitter, and Instagram
- Responded to patron phone calls (although much fewer than normal of these) and emails and facebook comments
- Attended virtual meetings, and more

We also communicated with each other to try to keep up with our ever-changing world and preparations for going back to working in the building and possible start-up of curbside service. We set up summer reading for adults and teens. I converted my zoom account to a library account and made sure Liz could use it with our Knitting Group.

Outreach circulation detail			**Home or Mini-Branch Visits with Materials**	
Materials delivered to homes	0		Homebound Visits	0
Materials used at mini-branches NOTE: No count from Whispering Woods this month because they had some water leakage/damage in the area where the library is located.	0		Senior sites: Lakeland Place, Mendelson, Canterbury Meadows	0
TOTAL	**0**		**TOTAL**	**0**

Children's Services

Submitted by C. Walker, Head of Children's Services & Page Supervisor

Entering month three of quarantine, the staff continued monitoring the reference desk phone and e-mails. Each day, posts were put up on facebook to share information with our patrons about different databases and websites that could help their children with online homeschooling. The children's librarians attended online meetings with the Library of Michigan, TLN Youth Services and Oakland Schools, and their coworkers.

May ended with the Michigan stay-at-home order being extended until June 12 with an expected return-to-work date of June 15, and most non-essential businesses to remain closed.

Circulation Services

Submitted by J. Deahl. Circulation Services Coordinator

The extension of the Stay Home, Stay Safe Executive Order kept the library closed all of May. I continued working remotely, answering questions for patrons via telephone and email and registering and renewing user accounts. Towards the end of the month, I started working several hours per day in the library in order to prep the circulation areas for a time when staff can return to work and to return our quarantined items. All material that has not been returned has been renewed through June 24, 2020. In addition, I asked TLN to extend all expiring user accounts to Tuesday, December 1, 2020. Going forward, any card registered remotely will be issued with that December expiration date.

Towards the end of April, I introduced a new activity to our Facebook page called "Love it or Hate it." Several times, weekly, I share a photograph of a popular book cover and ask our followers to tell us whether or not they loved it or hated it. It seems to really have picked up traction this month, with over 300 reactions and 150 comments!

DONATIONS

None received this month.

PROGRAMS IN THE LIBRARY AND OFF-SITE

PROGRAM	**PARTICIPANTS**
ADULTS	
Weekly Knitting Group (1 session, virtual)	10
SUBTOTAL	**10**
TOTAL PROGRAM PARTICIPATION	**10**

2020 STATISTICAL SUMMARY				
		2018	2019	2020
ANNUAL				
CARDHOLDERS		FINAL	FINAL	YTD
	TOTAL	22,655	20,503	20,486
	NEW	2,781	2,762	688
	% RESIDENTS	31%	28%	28%
COLLECTION				
	TOTAL	531,523	858,349	171,752
NOTE: 2020 Hoopla statistics based on items	eCONTENT	374,144	738,192	50,436
circulated not holdings in their database	% eCONTENT	70%	86%	29%
MONTHLY - MAY				
TOTAL SERVICE HOURS		249	244	192
VISITS				
	TOTAL	37,883	40,676	30,390
	IN-LIBRARY	13,102	14,892	-
	AVG/DAY	423	480	0
	REMOTE	24,781	25,784	30,390
CHECKOUT TRANSACTIONS				
	TOTAL	17,994	20,639	6,868
	eCONTENT	3,589	4,464	6,778
	% eCONTENT	20%	22%	99%
INTERLIBRARY LOAN				
	SENT	2,188	1,828	2
	RECEIVED	2,995	3,084	2
NET LENDER / (NET BORROWER)	NET	(807)	(1,256)	-
REFERENCE TRANSACTIONS				
	TOTAL	1,689	1,848	52
	AVG/HOUR	7	8	0
TOTAL MEETING ROOM BOOKINGS				
(2018 Count does not include				
Assisted Study & Group Study rooms)	TOTAL HOURS	164	316	0

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

BANNER APPLICATION

Date Received 7/8	Fee $10.00 Per Banner _____	Date of Township Board Action: 7/13
DATE OF INSTALLATION: 7/17/2020	DATE OF REMOVAL: 08/05/2020	

BANNERS MAY HANG FOR A MAXIMUM OF 3 WEEKS

Applicant Information

NAME	PHONE NUMBER		
Kelly Allen	248-706-4867		
ADDRESS	CITY	STATE	ZIP CODE
501 N. Cass Lake Road	Waterford Township	MI	48328
EMAIL ADDRESS			
allenk01@wsdmi.org			

Date of Installation: ASAP _____ Date of Removal: August 5, 2020

ATTACH A PHOTOGRAPH OR RENDERING OF THE PROPOSED BANNER

CHOOSE LOCATION(S) TO PLACE BANNER(S): ***$10.00 per banner / per side***

✓ Pontiac Lk. Rd. Overpass near Senior Center
✓ Walton Blvd. Overpass near Mason Middle School
✓ M-59 Overpass near Lynn St.
✓ Williams Lake Rd.

1. Banner must be a minimum of 18' above the roadway at its lowest point
2. Banner must be a minimum of 10' from a traffic signal
3. Banner content shall be related to an activity taking place within and shall be located within the jurisdictional boundaries of Waterford Township. Any deviation from this policy must be approved by the Township Board
4. No promotion of products or political messages are allowed
5. Lettering of a sponsor's name, if applicable, shall be a maximum of 3" lettering if on a single line, or 2" lettering if on more than one line
6. Once approved, the Clerk's Office will submit Form 2204 to the MDOT Region TCS Office at least 5 days before the installation of the banner

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: 7/7/2020 SIGNED: Kelly

PRINT NAME: Kelly Allen

WATERFORD SCHOOL DISTRICT

Vote

August 4th

Paid for by: Waterford School District - 501 N. Cass Lake Road - Waterford, Michigan 48328

BOARD OF TRUSTEES
Gary Wall, Supervisor
Kimberly F. 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) 674-6238 Fax: (248) 674-4097
www.waterfordmi.gov

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: July 6, 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. 20-03-02 – R-M1, Low Density Multiple Family
– R-M2, Multiple Family

Attached for your review and consideration, please find two (2) proposed Zoning Ordinance Text Amendments.

The evaluation of the most recent site plan for the proposed Redwood Living residential development at 2455 Richardson Court revealed inconsistencies in the Zoning Ordinance with respect to levels of intensity for Multiple Family Residential Districts.

The proposed ordinance amendment would allow for lower density multiple family options to be developed in both the R-M1 Low Density Multiple Family Residential District and the R-M2 Multiple Family Residential District. I have attached a map highlighting the affected parcels within the Township.

Currently, attached single-family dwellings are allowed in the R-1E, Single-Family Attached Residential District. The R-1E Zoning District is a significantly less intense Zoning District than either the R-M1 or R-M2 Zoning District.

Section 1-007 of the Zoning Ordinance defines single family attached dwelling units as "a single-family dwelling unit constructed as part of a series of single-family dwelling units, all of which are attached by common walls, and where each dwelling unit possesses an independent entrance directly to the exterior."

Motion
If the Township Board concurs with the Planning Commission's favorable recommendation for this, a motion to "introduce" the case should be made which would then provide for consideration of "final adoption" of the Ordinance Amendment at your July 27, 2020 meeting.

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

SECTION 3-403. R-M1, LOW DENSITY MULTIPLE-FAMILY RESIDENTIAL DISTRICT

The regulations in the subsections below shall apply to properties in the R-M1 Low Density Multiple-Family Residential Zoning District:

1. **Purpose and Intent.** The R-M1 zoning district is intended to implement the goals of the Multiple-Family land use designation as described in Chapter 8 of the Waterford Township Master Plan-2003-2023 and identified on the Future Land Use Maps by allowing for the construction of dwelling units at a density that is slightly higher than, but still compatible with adjacent single-family residential zoning districts. This zoning district is intended to provide many of the amenities of low density living while providing community services commonly available only in higher density developments (e.g., lawn care, recreational facilities, such as a club house or private swimming pool, etc.) This zoning district can serve as a transitional zone between higher density multiple-family residential, office, and commercial zoning districts and single-family residential zoning districts.
2. **Conformance to Regulatory Standards**. All zoning lots, uses, buildings, and structures within this zoning district shall comply with **Sections 3-900** and **3-901** and the **Waterford Code of Ordinances, Buildings and Building Regulations, Fire Prevention and Protection, Flood Control and Environmental Protection, Health and Sanitation, and Water and Sewers.** In addition to all other plan review requirements applicable under this Zoning Ordinance, developments in this zoning district shall be subject to review and approval in accordance with **Section 4-004**.
3. **Permitted Principal Uses.** The following uses shall be permitted as principal permitted uses in the R-M1 district:
   A. Multiple-family dwellings *(See **Dwelling, Multiple-Family** in **Section 1-007**)*.
   B. Attached single-family dwellings containing no more than four (4) dwelling units *(See **Dwelling, Single-Family** Attached in **Section 1-007**).*
   C~~B~~. Single-family duplex dwellings *(See **Dwelling, Single-Family Duplex** in **Section 1-007**)* and single-family flat dwellings *(See **Dwelling, Single-Family Flat** in **Section 1-007**)* developed and arranged with two or more buildings on a single zoning lot.
   D~~C~~. Adult day care homes *(See **Adult Day Care Facilities** in **Section 1-007**)*.
   E~~D~~. Child family day care homes *(See **Child Day Care Facilities** in **Section 1-007**).*
   F~~E~~. Child foster family homes *(See **Foster Care Facilities** in **Section 1-007**).*
   G~~F~~. Neighborhood public utility facilities (*See **Public Utility** in **Section 1-007**)* and public utility hardware (*See **Public Utility** in **Section 1-007**)*.
   H~~G~~. Area public utility facilities (*See **Public Utility** in **Section 1-007**)*, provided that any installations located closer than fifty (50) lineal feet from any adjacent residential dwelling shall be screened with landscaping materials as provided for in the SPL Manual and identified in a landscape plan reviewed and approved by the Zoning Official and Township Engineer, and such landscaping shall not negatively impact accessibility by utility maintenance crews.
4. **Permitted Uses after Special Approval.** The following uses shall be permitted as special approval uses in the R-M1 district, subject to the review and approval of the use in accordance with **Section 4-006** and any conditions hereinafter imposed for each such use:
   A. Attached single-family dwellings containing more than four (4) dwelling units *(See **Dwelling, Single-Family** Attached in **Section 1-007**).*
   B~~A~~. Child group day care *(See **Child Day Care Facilities** in **Section 1-007**)*, when meeting the statutory standards of Public Act 110 of 2006, Michigan Zoning Enabling Act, as amended.
   C~~B~~. Elder care facilities (*See **Elder Care Facilities** in **Section 1-007***).
   D~~C~~. Regional public utility facilities *(See **Public Utility** in **Section 1-007**)*, provided that the Planning Commission determines that no other location is available for the efficient and effective provision of utility services to Township residents, and that reasonable measures are stipulated and implemented to mitigate the impact of such installations on the adjacent properties.
5. **Permitted Uses after Special Accommodation Use Approval.** Adult group day care homes *(See **Adult Day Care Facilities** in **Section 1-007**)*, and adult foster care family homes, adult foster care small group homes, and adult foster care medium group homes *(See **Foster Care Facilities** in **Section 1-007**)* shall, after receiving approval of the use in accordance with **Section 4-008**, be permitted as special accommodation uses in the R-M1 district, when meeting the statutory standards of Public Act 110 of 2006, Michigan Zoning Enabling Act, as amended, and subject to the conditions hereinafter imposed for each use.

SECTION 3-404. R-M2, MULTIPLE-FAMILY RESIDENTIAL DISTRICT

The regulations in the subsections below shall apply to properties in the R-M2 Multiple-Family Residential Zoning District:

1. **Purpose and Intent.** The R-M2 zoning district is intended to implement the goals of the Multiple-Family land use designation as described in Chapter 8 of the Waterford Township Master Plan-2003-2023 and identified on the Future Land Use Maps by allowing for the intensive residential use of land with the various forms of multiple-family dwellings. This zoning district shall be primarily located on a major arterial street or minor arterial street to ensure accessibility while minimizing impact on local streets. This zoning district may serve in other areas as a transitional zone between light industrial or the most intensive office and commercial zoning districts and existing single-family residential zoning districts. This zoning district is intended to provide varying types and sizes of residential accommodations to meet the needs of the different demographic categories looking to reside within the Township.

2. **Conformance to Regulatory Standards**. All zoning lots, uses, buildings, and structures within this zoning district shall comply with **Sections 3-900** and **3-901** and the **Waterford Code of Ordinances, Buildings and Building Regulations, Fire Prevention and Protection, Flood Control and Environmental Protection, Health and Sanitation, and Water and Sewers.** In addition to all other plan review requirements applicable under this Zoning Ordinance, developments in this zoning district shall be subject to review and approval in accordance with **Section 4-005**.

3. **Permitted Principal Uses.** The following uses shall be permitted as principal permitted uses in the R-M2 district:
   A. Multiple-family dwellings *(See **Dwelling, Multiple-Family** in **Section 1-007**)*.
   B. Attached single-family dwellings (See Dwelling, Single-Family Attached in Section 1-007).
   C~~B~~. Single-family duplex dwellings *(See **Dwelling, Single-Family** Duplex in **Section 1-007**)* and single-family flat dwellings *(See **Dwelling, Single-Family Flat** in **Section 1-007**)* developed and arranged with two or more buildings on a single zoning lot.
   D~~C~~. Adult day care homes *(See **Adult Day Care Facilities** in **Section 1-007**)*.
   E~~D~~. Child family day care homes *(See **Child Day Care Facilities** in **Section 1-007**).*
   F~~E~~. Child foster family homes *(See **Foster Care Facilities** in **Section 1-007**).*
   G~~F~~. Neighborhood public utility facilities (*See **Public Utility** in **Section 1-007**)* and public utility hardware (*See **Public Utility** in **Section 1-007**)*.
   H~~G~~. Area public utility facilities (*See **Public Utility** in **Section 1-007**)*, provided that any installations located closer than fifty (50) lineal feet from any adjacent residential dwelling shall be screened with landscaping materials as provided for in the SPL Manual and identified in a landscape plan reviewed and approved by the Zoning Official and Township Engineer, and such landscaping shall not negatively impact accessibility by utility maintenance crews.

4. **Permitted Uses after Special Approval.** The following uses shall be permitted as special approval uses in the R-M2 district, subject to the review and approval of the use in accordance with **Section 4-006** and any conditions hereinafter imposed for each such use:
   A. Child group day care *(See **Child Day Care Facilities** in **Section 1-007**)*, when meeting the statutory standards of Public Act 110 of 2006, Michigan Zoning Enabling Act, as amended.
   B. Elder care facilities (*See **Elder Care Facilities** in **Section 1-007***).
   C. Regional public utility facilities *(See **Public Utility** in **Section 1-007**)*, provided that the Planning Commission determines that no other location is available for the efficient and effective provision of utility services to Township residents, and that reasonable measures are stipulated and implemented to mitigate the impact of such installations on the adjacent properties.

5. **Permitted Uses after Special Accommodation Use Approval.** Adult group day care homes *(See **Adult Day Care Facilities** in **Section 1-007**)*, and adult foster care family homes, adult foster care small group homes, and adult foster care medium group homes *(See **Foster Care Facilities** in **Section 1-007**)* shall, after receiving approval of the use in accordance with **Section 4-008**, be permitted as special accommodation uses in the R-M2 district, when meeting the statutory standards of Public Act 110 of 2006, Michigan Zoning Enabling Act, as amended, and subject to the conditions hereinafter imposed for each use.

STATE OF MICHIGAN
COUNTY OF OAKLAND
CHARTER TOWNSHIP OF WATERFORD

ORDINANCE NO. _____

TEXT AMENDMENT TO ZONING ORDINANCE

An Ordinance to amend the Waterford Township Zoning Ordinance No. 135-A ("Zoning Ordinance") R-M1, Low Density Multiple-Family Residential District and R-M2, Multiple-Family Residential District text to allow attached single-family dwellings.

THE CHARTER TOWNSHIP OF WATERFORD ORDAINS:

Section 1 of Ordinance

Section 3-403.3 of the Waterford Township Zoning Ordinance that lists permitted principal uses in the R-M1, Low Density Multiple-Family Residential District, is amended to read as follows:

3. **Permitted Principal Uses.** The following uses shall be permitted as principal permitted uses in the R-M1 district:

A. Multiple-family dwellings *(See **Dwelling, Multiple-Family** in **Section 1-007**).*

B. Attached single-family dwellings containing no more than four (4) dwelling units *(See **Dwelling, Single-Family** Attached in **Section 1-007**).*

C. Single-family duplex dwellings *(See **Dwelling, Single-Family Duplex** in **Section 1-007**)* and single-family flat dwellings *(See **Dwelling, Single-Family Flat** in **Section 1-007**)* developed and arranged with two or more buildings on a single zoning lot.

D. Adult day care homes *(See **Adult Day Care Facilities** in **Section 1-007**).*

E. Child family day care homes *(See **Child Day Care Facilities** in **Section 1-007**).*

F. Child foster family homes *(See **Foster Care Facilities** in **Section 1-007**).*

G. Neighborhood public utility facilities (*See **Public Utility** in **Section 1-007**)* and public utility hardware (*See **Public Utility** in **Section 1-007**).*

H. Area public utility facilities (*See **Public Utility** in **Section 1-007**),* provided that any installations located closer than fifty (50) lineal feet from any adjacent residential dwelling shall be screened with landscaping materials as provided for in the SPL Manual and identified in a landscape plan reviewed and approved by the Zoning Official and Township Engineer, and such landscaping shall not negatively impact accessibility by utility maintenance crews.

Section 2 of Ordinance

Section 3-403.4 of the Waterford Township Zoning Ordinance that lists permitted uses after special approval in the R-M1, Low Density Multiple-Family Residential District, is amended to read as follows:

4. **Permitted Uses after Special Approval.** The following uses shall be permitted as special approval uses in the R-M1 district, subject to the review and approval of the use

in accordance with **Section 4-006** and any conditions hereinafter imposed for each such use:

A. Attached single-family dwellings containing more than four (4) dwelling units *(See **Dwelling, Single-Family** Attached in **Section 1-007**).*

B. Child group day care *(See **Child Day Care Facilities** in **Section 1-007**)*, when meeting the statutory standards of Public Act 110 of 2006, Michigan Zoning Enabling Act, as amended.

C. Elder care facilities (*See **Elder Care Facilities** in **Section 1-007***).

D. Regional public utility facilities *(See **Public Utility** in **Section 1-007**)*, provided that the Planning Commission determines that no other location is available for the efficient and effective provision of utility services to Township residents, and that reasonable measures are stipulated and implemented to mitigate the impact of such installations on the adjacent properties.

Section 3 of Ordinance

Section 3-404.3 of the Waterford Township Zoning Ordinance that lists permitted principal uses in the R-M2, Multiple-Family Residential District, is amended to read as follows:

3. Permitted Principal Uses. The following uses shall be permitted as principal permitted uses in the R-M2 district:

A. Multiple-family dwellings *(See **Dwelling, Multiple-Family** in **Section 1-007**).*

B. tached single-family dwellings (See Dwelling, Single-Family Attached in Section 1-007).

C. Single-family duplex dwellings *(See **Dwelling, Single-Family** Duplex in **Section 1-007**)* and single-family flat dwellings *(See **Dwelling, Single-Family Flat** in **Section 1-007**)* developed and arranged with two or more buildings on a single zoning lot.

D. Adult day care homes *(See **Adult Day Care Facilities** in **Section 1-007**).*

E. Child family day care homes *(See **Child Day Care Facilities** in **Section 1-007**).*

F. Child foster family homes *(See **Foster Care Facilities** in **Section 1-007**).*

G. Neighborhood public utility facilities (*See **Public Utility** in **Section 1-007**)* and public utility hardware (*See **Public Utility** in **Section 1-007**).*

H. Area public utility facilities (*See **Public Utility** in **Section 1-007**)*, provided that any installations located closer than fifty (50) lineal feet from any adjacent residential dwelling shall be screened with landscaping materials as provided for in the SPL Manual and identified in a landscape plan reviewed and approved by the Zoning Official and Township Engineer, and such landscaping shall not negatively impact accessibility by utility maintenance crews.

Section 4 of Ordinance

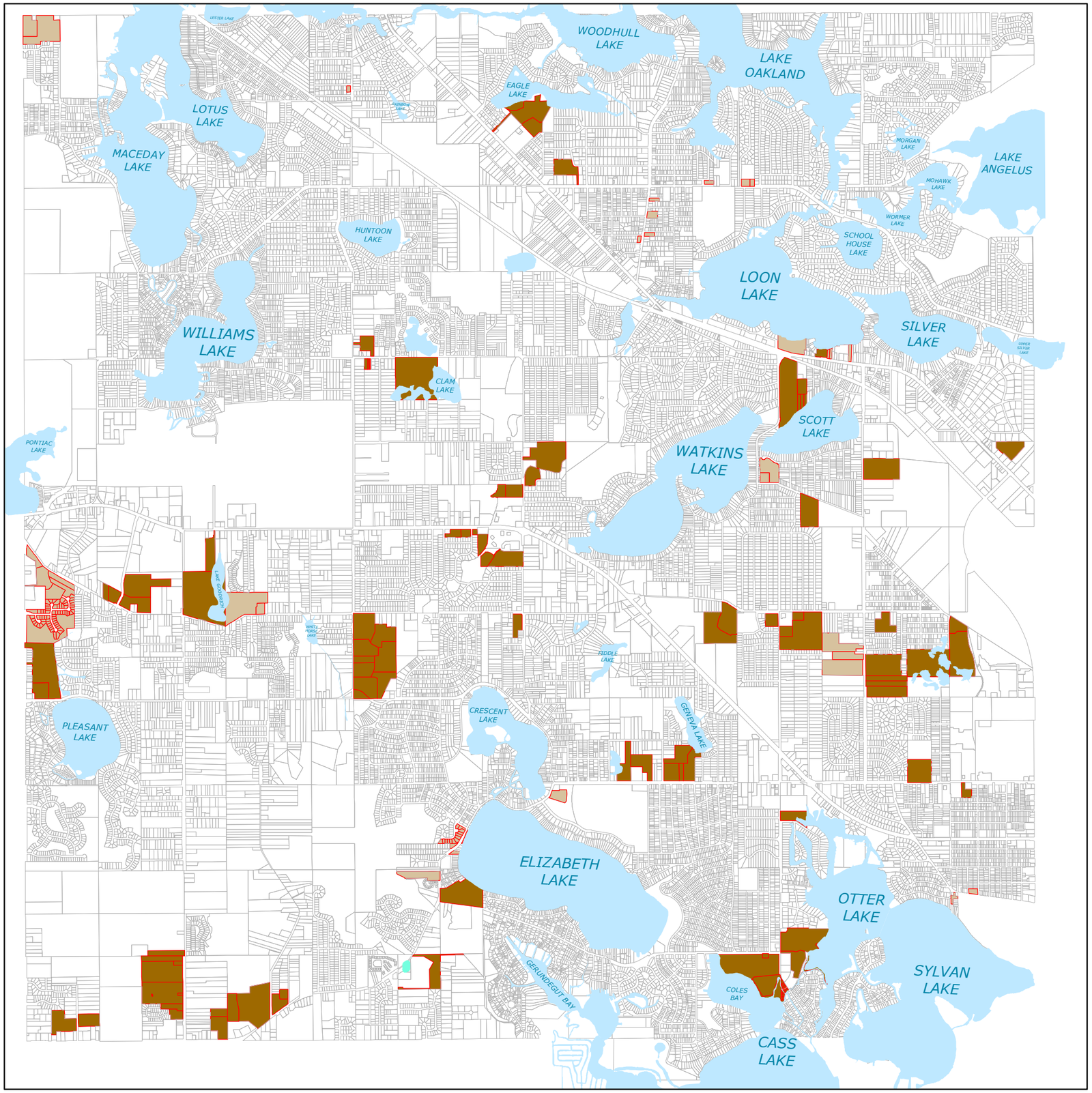
The effective date of this Ordinance shall be on the 8th day after publication, or a later date as provided in the Michigan Zoning Enabling Act for when a petition for voter referendum on this Ordinance and/or a notice of intent to submit such a petition is timely filed with the Township Clerk.

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



WATERFORD TOWNSHIP
Development Services

N W E S

Proposed Zoning Ordinance Text Amendment
Case No. 20-03-02
R-M1, Low Density Multiple Family
R-M2, Multiple Family
Single Family Attached Housing

Legend

- Lakes
- R-M1, Low Density Milti-family
- R-M2, Multi-family
- All Other Districts

Charter Township of Waterford
Development Services Department
Planning and Zoning Division

Drawn By; J. Polkowski
March 11, 2020

BOARD OF TRUSTEES
Gary Wall, Supervisor
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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: July 6, 2020

To: Honorable Township Board Members

From: Jeffrey Polkowski, Superintendent of Planning and Zoning

RE: Proposed Zoning Ordinance Text Amendment Cases for the June 23, 2020 Planning Commission Meeting:
Text Amendment Case No. 20-03-03 – M-1, Light Industrial District

---

Attached for your review and consideration, please find a proposed Zoning Ordinance Text Amendment. This proposed Zoning Ordinance Text Amendment removes commercial outdoor storage establishments as a Permitted Principal Use and adds it to the list of Permitted Uses after Special Approval within the M-1 Light Industrial District. This would establish the Planning Commission as the review and approval authority for commercial outdoor storage establishments within the M-1 Light Industrial District in accordance with Section 4-006 of the Zoning Ordinance.

After due consideration, Planning Staff has recognized an abundance of commercial outdoor storage establishments. Although necessary, these uses are considered unattractive and undesirable to the community when developed in large concentrations.

In an effort to incentivize more desirable industrial developments, this ordinance amendment upholds the intent of the 2003-2023 Master Plan vision for Industrial Districts in order to *"create an economic climate conducive to the attraction, retention, and expansion of business within Waterford,"* and *"improve the physical appearance and functional character of the commercial corridors."*

Modifying commercial outdoor storage establishments to be a Permitted Uses after Special Approval within the M-1 zoning district also ensures that the public be notified and that effective site development practices are established so that the quality of life in adjacent residential areas are not adversely affected.

Motion
If the Township Board concurs with the Planning Commission's favorable recommendation for this, a motion to "introduce" the case should be made which would then provide for consideration of "final adoption" of the Ordinance Amendment at your July 27, 2020 meeting.

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

SECTION 3-806. M-1, LIGHT INDUSTRIAL DISTRICT

The regulations in the subsections below shall apply to properties in the M-1 Light Industrial Zoning District:

1. **Purpose and Intent**. The M-1 zoning district is intended to implement the goals of the Light Industrial land use designation as described in Chapter 8 of the Waterford Township Master Plan-2003-2023 and identified on the Future Land Use Maps as well as implement Master Plan Goal Four, ***To Create an Economic Climate Conducive to the Attraction, Retention, and Expansion of Business within Waterford,*** Objective 4.4, ***Improve the Physical Appearance and Functional Character of the Commercial Corridors,*** and Goal Six, ***To Ensure and Enforce Land Use Development Practices that are Sensitive to Waterford's Natural Environment,*** by permitting industrial uses on zoning lots properly scaled and designed with primary access along major arterial streets and ensuring that sources of ongoing noise, heavy truck traffic, fumes, and similar characteristics are mitigated through extensive buffering and the use of authorized building materials. This zoning district is also intended to ensure that effective setbacks and landscape buffers are established so that the quality of life in adjacent residential areas is not adversely affected.
2. **Conformance to Regulatory Standards**. All zoning lots, uses, buildings, and structures within this zoning district shall comply with **Sections 3-900** and **3-901** and the **Waterford Code of Ordinances, Buildings and Building Regulations, Fire Prevention and Protection, Flood Control and Environmental Protection, Health and Sanitation, and Water and Sewers.** In addition to all other plan review requirements applicable under this Zoning Ordinance, developments in this zoning district shall require approval through the applicable site plan review procedure in accordance with **Section 4-004**.
3. **Permitted Principal Uses.** The following uses shall be permitted as principal permitted uses in the M-1 district:
   A. Building systems repair establishments and household service repair establishments *(See **Commercial Service Establishments** in **Section 1-007**)*.
   B. Commercial storage establishments with the exception of commercial outdoor storage establishments. *(See **Commercial Storage Establishments** in **Section 1-007**).*
   C. Freight handling facilities *(See **Freight Handling Facility** in **Section 1-007**)*.
   D. Packing and bailing sites, recyclable materials collection facilities, and refund container recycling depots *(See **Recycling Facilities** in **Section 1-007**)*.
   E. Light equipment rental establishments and heavy equipment rental establishments *(See **Rental Establishments** in **Section 1-007**)* that are conducted within the principal building and do not utilize outdoor display and/or storage of vehicles.
   F. New vehicle dealer establishments, used vehicle dealer establishments, and vehicle broker dealer establishments *(See **Vehicle Dealer Establishments** in **Section 1-007**)* that are conducted within the principal building and do not utilize outdoor display and/or storage of vehicles.
   G. Public utility facilities and public utility hardware (*See **Public Utility** in **Section 1-007**)*.
4. **Permitted Uses after Wellhead Protection Compliance.** The following uses shall be permitted as principal permitted uses in the M-1 district, subject to receiving a Determination of Compliance with Wellhead Protection from the Public Works Official as defined and regulated by the **Waterford Code of Ordinances** prior to consideration through the applicable site plan review procedure in accordance with **Section 4-004**:
   A. Landscaping maintenance establishments *(See **Commercial Service Establishments** in **Section 1-007**)*.
   B. Commercial dry cleaning establishments *(See **Dry-Cleaning Establishments** in **Section 1-007**)*.
   C. Fueling facilities as an ancillary use *(See **Use** in **Section 1-007**)*.
   D. Propane filling facilities as an ancillary use *(See **Use** in **Section 1-007**)*.
   E. Vehicle repair facilities *(See **Vehicle Repair Facilities** in **Section 1-007**)*.
   F. Commercial agricultural processing factories, craft factories, food processing factories, and metal products factories *(See **Manufacturing Establishments** in **Section 1-007**)*, which may include a factory outlet *(See **Use** in **Section 1-007**)* when reviewed and identified as part of an approved final site plan.
   G. On zoning lots with a net lot area exceeding one (1) acre:
      (1) Light equipment rental establishments and heavy equipment rental establishments *(See **Rental Establishments** in **Section 1-007**)*, with outdoor display and storage.
      (2) New vehicle dealer, used vehicle dealer, and vehicle broker dealer establishments *(See **Vehicle Dealer Establishments** in **Section 1-007**)*, with outdoor display and storage.

5. Permitted Uses after Special Approval. The following uses shall be permitted as special approval uses in the M-1 district, subject to the review and approval of the use in accordance with **Section 4-006** and any conditions hereinafter imposed for each such use:

A. Caretaker's dwelling unit *(See **Caretaker's Dwelling Unit** in **Section 1-007**)*, when located on the same zoning lot with the principal use to which it is accessory, provided that it meets all **Waterford Code of Ordinances** provisions for the structural and safety separation between the residential use and the principal use.

B. Bulk soil resource supplies establishments *(See **Commercial Bulk Vegetation and Soil Resource Establishments** in **Section 1-007**)*.

C. The following uses shall be considered for special approval, provided that the proposed use and site plan receives a Determination of Compliance with Wellhead Protection from the Public Works Official as defined and regulated by the **Waterford Code of Ordinances** prior to consideration by the Planning Commission under this Section:

(1) Industrial or laundry plant dry-cleaning establishments *(See **Dry-Cleaning Establishments** in **Section 1-007**)*.

(2) Transport hauling rental establishments *(See **Rental Establishments** in **Section 1-007**)*.

(3) Leather goods factories, paper products factories, pharmaceutical factories, textile factories, and wood products factories *(See **Manufacturing Establishments** in **Section 1-007**)*, which may include a factory outlet *(See **Use** in **Section 1-007**)* when reviewed and identified as part of an approved final site plan.

(4) Used vehicle parts dealer establishments *(See **Vehicle Dealer Establishments** in **Section 1-007**)*.

(5) Distressed vehicle storage yards *(See **Section 1-006**)*, and distressed vehicle transporter establishments *(See **Vehicle Dealer Establishments** in **Section 1-007**)* when operated in conjunction with a distressed vehicle storage yard on the same zoning lot.

(6) Outdoor storage as an accessory use for the uses listed in **Section 3-806.3.A** through **D,** and **Section 3-806.4.A** and **E,** provided that all outdoor storage areas associated with such a use shall be located to the rear of the principal building. The Planning Commission may stipulate a reasonable increase of setback requirements to that of a more intensive zoning district as well as additional screening and barriers when the subject zoning lot abuts a residential zoning district.

D. Commercial outdoor storage establishments *(See **Commercial Storage Establishments** in **Section 1-007**)*.

STATE OF MICHIGAN
COUNTY OF OAKLAND
CHARTER TOWNSHIP OF WATERFORD

ORDINANCE NO. 2020-Z-003

TEXT AMENDMENT TO ZONING ORDINANCE

An Ordinance to amend the Waterford Township Zoning Ordinance No. 135-A ("Zoning Ordinance") M-1, Light Industrial District text to eliminate commercial outdoor storage establishments as permitted principal uses and allow them as permitted uses after special approval.

THE CHARTER TOWNSHIP OF WATERFORD ORDAINS:

Section 1 of Ordinance

Section 3-806.3 of the Waterford Township Zoning Ordinance that lists permitted principal uses in the M-1, Light Industrial District, is amended by changing subsection B to read as follows:

B. Commercial storage establishments with the exception of commercial outdoor storage establishments. *(See **Commercial Storage Establishments** in **Section 1-007**).*

Section 2 of Ordinance

Section 3-806.5 of the Waterford Township Zoning Ordinance that lists permitted uses after special approval in the M-1, Light Industrial District, is amended by adding a new subsection D to read as follows:

D. Commercial outdoor storage establishments *(See **Commercial Storage Establishments** in **Section 1-007**).*

Section 3 of Ordinance

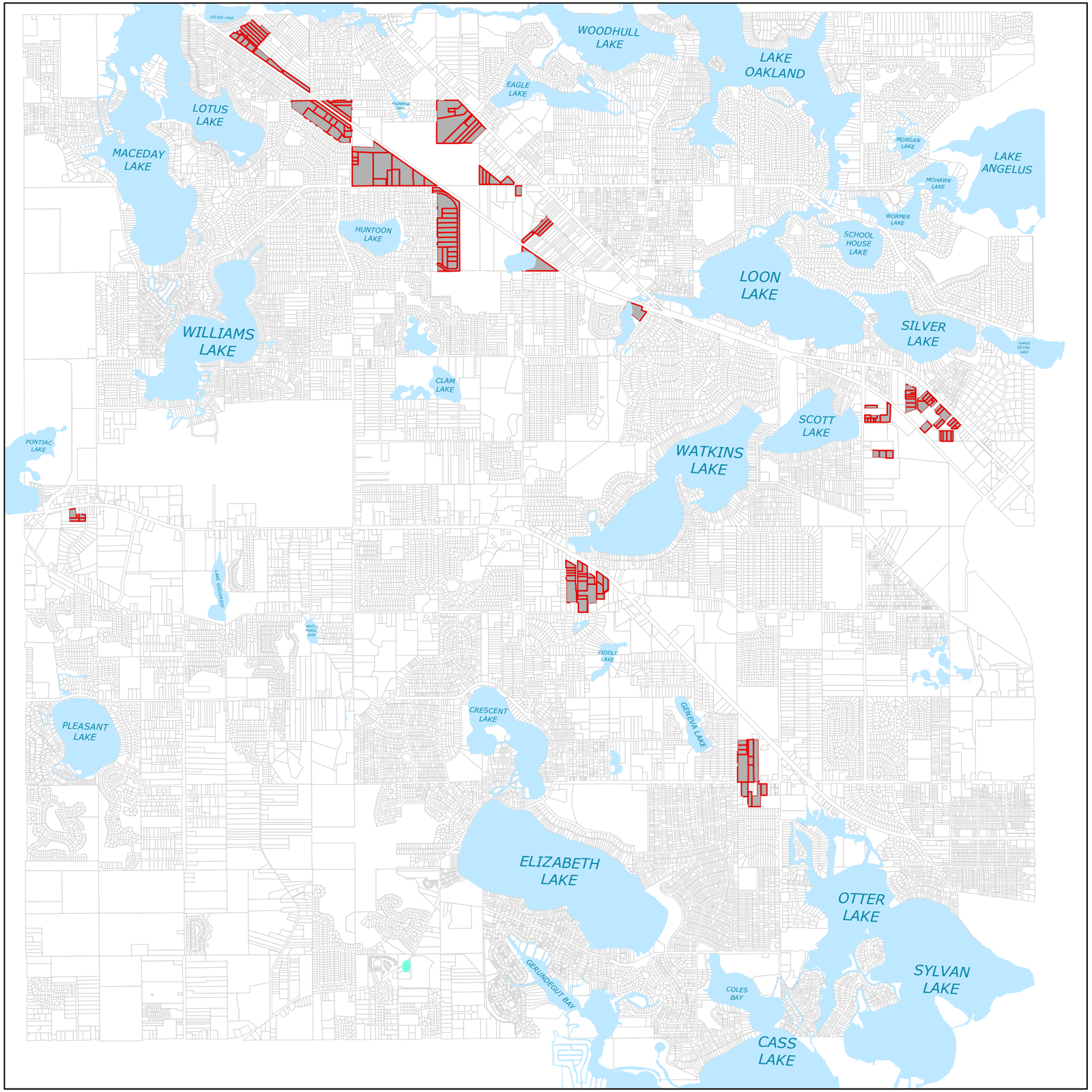
The effective date of this Ordinance shall be on the 8th day after publication, or a later date as provided in the Michigan Zoning Enabling Act for when a petition for voter referendum on this Ordinance and/or a notice of intent to submit such a petition is timely filed with the Township Clerk.

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



WATERFORD TOWNSHIP
Development Services

N W E S

Proposed Zoning Ordinance Text Amendment
Case No. 20-03-03 – M-1, Light Industrial District
Commercial Outdoor Storage

Legend

Lakes

M-1, Light Industrial

All Other Districts

Charter Township of Waterford
Development Services Department
Planning and Zoning Division

Drawn By; J. Polkowski
March 11, 2020

BOARD OF TRUSTEES
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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: July 6, 2020

To: Honorable Township Board Members

From: Jeffrey Polkowski, Superintendent of Planning and Zoning

RE: Proposed Zoning Ordinance Text Amendment Cases for the June 23, 2020 Planning Commission Meeting:

Text Amendment Case No. 20-04-01 – C-2, Small Business District
– C-UB, Urban Business District

Attached for your review and consideration, please find a proposed Zoning Ordinance Text Amendment. This proposed Zoning Ordinance Text Amendment allows Banquet halls within the C-2 Small Business Zoning District to operate with a Special Use Approval granted by the Planning Commission.

Township Staff has recently identified small banquet halls to be in demand within the community. Although banquet halls are available in larger, more intense, lots that are zoned C-3 General Business Zoning District and C-4 Extensive Business Zoning District. There are few options for smaller banquet halls that would be rented out for bridal showers, parties, small weddings, religious gatherings, etc.

Due to the nature of this development, Township Staff feels that it would be appropriate to establish this use as a Special Use, where a proposed development would be reviewed by the Township Planning Commission to ensure the development is appropriately sized and will operate harmoniously with all adjacent land uses.

The C-2 Small Business Zoning District is the only district within the Township that does not offer any Special Use approvals and is generally considered to be an underutilized district that offers limited development options when compared to the other commercial Zoning Districts that are designed to increase with incremental intensity ranging from C-1 Neighborhood Business to C-4 Extensive Business District.

Additionally, this Zoning Ordinance Text Amendment clarifies a discrepancy within Section 3-707.3 and Section 3-707.5 of the Zoning Ordinance. Within the C-UB Urban Business District, ‘banquet and food preparation establishments’ are listed as both a Permitted Principal Uses and a Permitted Uses after Special Approval.

Township Staff recommends maintaining ‘banquet and food preparation establishments’ as a Permitted Principal Use within the Urban Business District due to the intention of the Waterford Township Master Plan 2023 to utilize this Zoning District to “reflect and promote the urban neighborhood area” and to “create an economic climate conducive to the attraction, retention, and expansion of business within Waterford.”

Section 1-007 of the Zoning Ordinance defines a Banquet And Food Preparation Establishment as “*A commercial service establishment in which food and beverages are prepared for catered consumption off the zoning lot on which preparation occurs, and for the purposes of on-premise catering to large groups of people for special occasions such as banquets, weddings, receptions or similar functions when the zoning lot possesses the capacity for a banquet facility.*”

Motion
If the Township Board concurs with the Planning Commission’s favorable recommendation for this, a motion to “introduce” the case should be made which would then provide for consideration of “final adoption” of the Ordinance Amendment at your July 27, 2020 meeting.

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

SECTION 3-704. C-2, SMALL BUSINESS DISTRICT

The regulations in the subsections below shall apply to properties in the C-2 Small Business Zoning District:

1. **Purpose and Intent.** The C-2 zoning district is intended to implement the goals of the Community Business land use designation as described in Chapter 8 of the Waterford Township Master Plan-2003-2023 and identified on the Future Land Use Maps as well as implement Master Plan Objective 4.1, ***Develop and Utilize Township Capacity for Proactive Economic Development,*** by permitting commercial uses properly scaled and designed for zoning lots with limited lot area that were established along commercial corridors prior to the adoption of commercial zoning regulations in Waterford Township.

2. **Conformance to Regulatory Standards**. All zoning lots, uses, buildings, and structures within this zoning district shall comply with **Sections 3-900** and **3-901** and the **Waterford Code of Ordinances, Buildings and Building Regulations, Fire Prevention and Protection, Flood Control and Environmental Protection, Health and Sanitation, and Water and Sewers.** In addition to all other plan review requirements applicable under this Zoning Ordinance, developments in this zoning district shall require approval through the applicable site plan review procedure in accordance with **Section 4-004**.

3. **Permitted Principal Uses.** The following uses shall be permitted as principal permitted uses in the C-2 district:
   A. Convenience stores, limited merchandise stores, and specialty retail stores *(See **Retail Establishments** in **Section 1-007**)*.
   B. Animal grooming establishments, building systems repair establishments, commercial school establishments, household service repair establishments, laundry establishments, media production establishments, media communications establishments, personal advice establishments, personal grooming establishments, personal improvement service establishments, personal service establishments, and pet shop establishments *(See **Commercial Service Establishments** in **Section 1-007**)*.
   C. Drop-off dry cleaning establishments *(See **Dry-Cleaning Establishments** in **Section 1-007**)*.
   D. Professional medical care offices *(See **Medical Establishments** in **Section 1-007**)*.
   E. Office establishments *(See **Office Establishments** in **Section 1-007**)*.
   F. Bar/lounges, carryout restaurants and fast food/delicatessen/sandwich shop restaurants *(See **Restaurant Establishments** in **Section 1-007**)*.
   G. Entertainment rental establishments *(See **Rental Establishments** in **Section 1-007**)*.
   H. Used book shops *(See **Resale Establishments** in **Section 1-007**)*.
   I. Neighborhood public utility facilities (*See **Public Utility** in **Section 1-007**)* and public utility hardware (*See **Public Utility** in **Section 1-007**)*.
   J. Area public utility facilities (*See **Public Utility** in **Section 1-007**)* and regional public utility facilities (*See **Public Utility** in **Section 1-007**),* provided that any installations located closer than fifty (50) lineal feet from any adjacent residential dwelling shall be screened with landscaping materials as provided for in the SPL Manual and identified in a landscape plan reviewed and approved by the Zoning Official and Township Engineer, and such landscaping shall not negatively impact accessibility by utility maintenance crews.

4. **Permitted Uses after Wellhead Protection Compliance.** Minor vehicle service facilities *(See **Vehicle Repair Facilities** in **Section 1-007**)* shall be permitted as a principal permitted use in the C-2 district, subject to receiving a Determination of Compliance with Wellhead Protection from the Public Works Official as defined and regulated by the **Waterford Code of Ordinances** prior to consideration through the applicable site plan review procedure in accordance with **Section 4-004**.

5. **Permitted Uses after Special Approval. The following uses shall be permitted as special approval uses in the C-2 district, subject to the review and approval of the use in accordance with Section 4-006 and any conditions hereinafter imposed for each such use:**
   A. Banquet and food preparation establishments *(See Commercial Service Establishments in Section 1-007)*.

SECTION 3-707. C-UB, URBAN BUSINESS DISTRICT

The regulations in the subsections below shall apply to properties in the C-UB Urban Business Zoning District:

1. **Purpose and Intent.** The C-UB zoning district is intended to implement the goals of the Urban Business land use designation as described in Chapter 8 of the Waterford Township Master Plan-2003-2023 and identified on the Future Land Use Maps as well as implement Master Plan Goal Four, ***To Create an Economic Climate Conducive to the Attraction, Retention, and Expansion of Business within Waterford,*** Objective 4.4, ***Improve the Physical Appearance and Functional Character of the Commercial Corridors,*** and Goal Seven, ***To Retain, Enhance, and Promote Waterford's Unique Character, Sense of Community, and Identity,*** by permitting a mixture of commercial, office, and residential land uses on zoning lots properly scaled and designed to enhance and improve the traditional urban neighborhood characteristics contained within this zoning district, with an emphasis on streetscape aesthetics and walkability; clusters of free-standing retail shops, restaurants, and offices; a linear landscape pattern along State Highway M-59; improved nonmotorized pathways and traffic calming; allowance for dwelling units located above commercial uses at moderate density; and coordinated street furniture throughout the district. This zoning district is intended to limit the intensity of commercial development through the height, usable floor area, and setback restrictions specified within **Sections 3-900** and **3-901**, and to ensure that sufficient parking is provided without conflicting with streetscape aesthetics and walkability. This zoning district shall be located specifically within, and limited to, the geographic area designated as Urban Business on the Future Land Use Maps.
2. **Conformance to Regulatory Standards**. All zoning lots, uses, buildings, and structures within this zoning district shall comply with **Sections 3-900** and **3-901** and the **Waterford Code of Ordinances, Buildings and Building Regulations, Fire Prevention and Protection, Flood Control and Environmental Protection, Health and Sanitation, and Water and Sewers.** In addition to all other plan review requirements applicable under this Zoning Ordinance, developments in this zoning district shall require approval through the applicable site plan review procedure in accordance with **Section 4-004**.
3. **Permitted Principal Uses.** The following uses conducted completely indoors, with no outdoor service or drive-thru service facilities, shall be permitted as principal permitted uses in the C-UB district:
   A. Convenience stores, department stores, drug stores, limited merchandise stores, merchandise display stores, specialty retail stores, and supermarket establishments *(See **Retail Establishments** in **Section 1-007**)*.
   B. Shopping centers *(See **Retail Establishments** in **Section 1-007**)*.
   C. Animal grooming establishments, banquet and food preparation establishments, building systems repair establishments, commercial school establishments, household service repair establishments, laundry establishments, media production establishments, media communications establishments, personal advice establishments, personal grooming establishments, personal improvement service establishments, personal service establishments, and pet shop establishments *(See **Commercial Service Establishments** in **Section 1-007**)*.
   D. Cultural facilities *(See **Cultural Facilities** in **Section 1-007**)*.
   E. Religious facilities *(See **Religious Facilities** in **Section 1-007**)*.
   F. Drop-off dry cleaning establishments *(See **Dry-Cleaning Establishments** in **Section 1-007**)*.
   G. Professional medical care offices and medical clinics *(See **Medical Establishments** in **Section 1-007**)*.
   H. Office establishments *(See **Office Establishments** in **Section 1-007**)*.
   I. Bar/lounges, brewpubs, cabaret/night clubs, cafeterias, carryout restaurants, and fast food/delicatessen/sandwich shop restaurants *(See **Restaurant Establishments** in **Section 1-007**)*.
   J. Entertainment rental establishments and rent-to-own establishments *(See **Rental Establishments** in **Section 1-007**)*.
   K. Entertainment activity centers and theaters *(See **Entertainment Establishments** in **Section 1-007**)*.
   L. Private clubs and philanthropic institutions *(See **Institutional Facilities** in **Section 1-007**)*.
   M. Fitness centers and health/recreation facilities *(See **Recreational Facilities** in **Section 1-007**)*.
   N. Antique stores, used book shops, consignment shops, and thrift shops *(See **Resale Establishments** in **Section 1-007**)*.
   O. Public utility facilities and public utility hardware (*See **Public Utility** in **Section 1-007**)*.
4. **Permitted Uses after Wellhead Protection Compliance.** Local dry cleaning establishments *(See **Dry-Cleaning Establishments** in **Section 1-007**)* and minor vehicle service facilities *(See **Vehicle Repair Facilities** in **Section 1-007**)* shall be permitted as principal permitted uses in the C-UB district, subject to receiving a Determination of Compliance with Wellhead Protection from the Public Works Official as defined and regulated by the

Waterford Code of Ordinances prior to consideration through the applicable site plan review procedure in accordance with **Section 4-004**.

5. Permitted Uses after Special Approval. The following uses shall be permitted as special approval uses in the C-UB district, subject to the review and approval of the use in accordance with **Section 4-006** and any conditions hereinafter imposed for each such use:

A. The uses permitted under **Section 3-707.3.I** with outdoor dining patios (*See **Structure** in **Section 1-007***) conducted in areas structurally attached to and/or located directly adjacent to or upon the principal building used for restaurant establishments. The Planning Commission shall review and may stipulate requirements for reasonable restrictions on the hours of operations, additional screening and fencing, service area accessibility, waste material containers and disposal of waste materials, effective pedestrian circulation, seating capacity, additional required parking, and future review to ensure conformance with such stipulations and the performance standards established in this Zoning Ordinance.

~~**B. Banquet and food preparation establishments** *(See Commercial Service Establishments in Section 1-007)*.~~

B~~C~~. Veterinary clinics *(See **Veterinary Establishments** in **Section 1-007**)*. A veterinary clinic may include customary pens or cages which are permitted only within the clinic building and limited to overnight observation, and shall only be incidental to such clinic use.

C~~D~~. Funeral home establishments *(See **Funeral Home Establishments** in **Section 1-007**)*.

D~~E~~. Precious metal and gem dealers *(See **Section 1-006**)* in conformance with **Section 2-602**.

6. Planned Unit Developments. Planned unit developments consisting of mixed uses that incorporate one or more of the uses listed in **Section 3-707.3** with one or more of the uses listed in **Section 3-707.4, Section 3-707.5, Section 3-404.3.A,** and/or dwelling units located above commercial uses, subject to the review and approval of the development in accordance with **Section 4-005,** are permitted.

STATE OF MICHIGAN
COUNTY OF OAKLAND
CHARTER TOWNSHIP OF WATERFORD

ORDINANCE NO. 2020-Z-004

TEXT AMENDMENT TO ZONING ORDINANCE

An Ordinance to amend the Waterford Township Zoning Ordinance No. 135-A ("Zoning Ordinance") C-2, Small Business District text to allow banquet and food preparation establishments as a permitted use after special approval, and to correct the C-UB, Urban Business District text by removing banquet and food preparation establishments from the list of permitted uses after special approval because they are also listed as a permitted principal use.

THE CHARTER TOWNSHIP OF WATERFORD ORDAINS:

Section 1 of Ordinance

Section 3-704 of the Waterford Township Zoning Ordinance for the C-2, Small Business District, is amended to add a new subsection 5 to read as follows:

5. Permitted Uses after Special Approval. The following uses shall be permitted as special approval uses in the C-2 District, subject to review and approval of the use in accordance with Section 4-006 and any conditions hereinafter imposed for each such use:

A. Banquet and food preparation establishments *(See **Commercial Service Establishments** in **Section 1-007**).*

Section 2 of Ordinance

Section 3-707.5 of the Waterford Township Zoning Ordinance that lists permitted uses after special approval in the C-UB, Urban Business District, is amended to delete banquet and food preparation establishments that was subsection B, and now read as follows:

5. Permitted Uses after Special Approval. The following uses shall be permitted as special approval uses in the C-UB District, subject to the review and approval of the use in accordance with Section 4-006 and any conditions hereinafter imposed for each such use:

A. The uses permitted under Section 3-707.3.I with outdoor dining patios (See **Structure** in **Section 1-007**)conducted in areas structurally attached to and/or located directly adjacent to or upon the principal building used for restaurant establishments. The Planning Commission shall review and may stipulate requirements for reasonable restrictions on the hours of operations, additional screening and fencing, service area accessibility, waste material containers and disposal of waste materials, effective pedestrian circulation, seating capacity, additional required parking, and future review to ensure conformance with such stipulations and the performance standards established in this Zoning Ordinance.

B. Veterinary clinics (See Veterinary Establishments in Section 1-007). A veterinary clinic may include customary pens or cages which are permitted only within the clinic building and limited to overnight observation, and shall only be incidental to such clinic use.
C. Funeral home establishments (See Funeral Home Establishments in Section 1-007).
D. Precious metal and gem dealers (See Section 1-006) in conformance with Section 2-602.

Section 3 of Ordinance

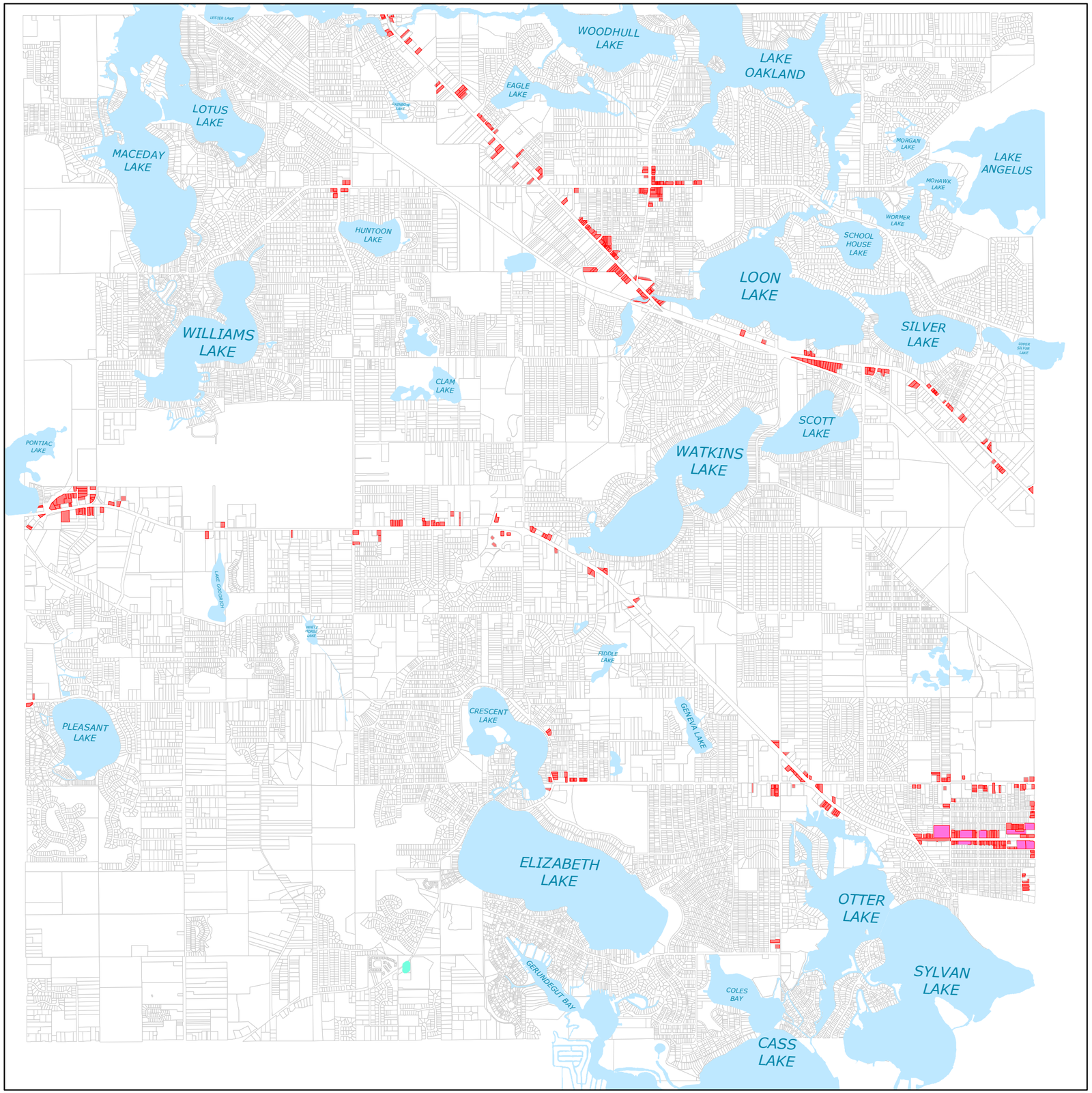
The effective date of this Ordinance shall be on the 8th day after publication, or a later date as provided in the Michigan Zoning Enabling Act for when a petition for voter referendum on this Ordinance and/or a notice of intent to submit such a petition is timely filed with the Township Clerk.

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



Proposed Zoning Ordinance Text Amendment
Case No. 20-04-01
C-2, Small Business District
C-UB, Urban Business District
Banquet And Food Preparation Establishments

Legend

- Lakes
- C-2, SMALL BUSINESS
- C-UB, URBAN BUSINESS
- All Other Districts

Charter Township of Waterford
Development Services Department
Planning and Zoning Division

Drawn By; J. Polkowski
March 11, 2020

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WATERFORD TOWNSHIP

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Waterford, Michigan 48329-3773
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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: July 6, 2020

To: Honorable Township Board Members

From: Jeffrey Polkowski, Superintendent of Planning and Zoning

RE: Proposed Map Adoption for the June 23, 2020 Planning Commission Meeting Case No. 20-06-01 Re-adoption of the Official Zoning Map

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The Official Zoning Map adopted March 10, 2010, as amended, has generally been considered difficult to read and not user friendly by those who chose to live or invest in the Township. As a response to this, Township Staff has been circulating an unofficial map that uses a different organizational structure and color scheme in an attempt to provide more clarity.

Planning Staff is comfortable with proposing that this map be established as the Official Zoning Map for Zoning Ordinance No. 135-A. Attached with this memo, for your review, is both the existing Official Zoning Map and the Proposed Zoning Map. Both of which, include the following amendments (rezonings) as per Section 4-009.2.J of the Zoning Ordinance:

Case No.	Date	Parcel ID	Address	Previous Zoning	Changed Zoning
2012-02-02	12-02-02	13-18-353-019, through 022	7720 & 7732 HIGHLAND RD.	C-2	C-3
2012-04-01	12-04-01	13-35-179-028 through 032	90 S. CASS LAKE RD.	O-1	C-2
2012-04-02	12-04-02	13-35-179-039	3532 CASS ELIZABETH RD.	O-1	HT-1
2012-04-03	12-04-03	13-35-179-036	960 S. CASS LAKE RD.	R-1C	C-2
2012-04-04	12-04-04	13-04-151-013	4269 STEFFENS RD.	R-1B	C-1
2012-04-06	12-04-06	13-13-300-201	1580 SCOTT LAKE RD	R-1A	PL
2013-03-02	13-03-02	13-33-180-001	VACANT PARCEL	R-1E	R-1A
2013-05-02	13-05-02	13-23-353-002	592 SHARON STREET	O-1	R-1A
2014-02-01	14-02-01	13-13-426-034	VACANT PARCEL	C-4	R-M2
2014-09-02	14-09-02	13-14-227-027	VACANT PARCEL	R-1A	O-1
2015-02-01	15-02-01	13-10-402-006,010,009	4265 DIXIE HIGHWAY	C-2	C-3
2015-03-01	15-03-01	13-16-451-023,027	BALIAN DRIVE	C-3	C-4
2015-08-03	15-08-03	13-22-227-013	4212 HIGHLAND SUITE 100	C-4	C-3
2016-03-01	16-03-01	13-18-451-023	7313 HIGHLAND ROAD	C-4	C-3
2016-04-02	16-04-02	13-21-101-021	VACANT PARCEL	PL	R-1B
2017-03-01	17-03-01	13-20-101-001	VACANT-PROPERTY ASSEMBLAGE	R-1A, C-2, C-3	C-4
2017-05-01	17-05-01	13-13-426-032	2100 DIXIE HIGHWAY	C-4	C-3
2017-05-02	17-05-02	13-34-427-003	VACANT PROPERTY	C-1	R-1C
2017-06-01	17-06-01	13-20-101-007	6929 HIGHLAND RD.	C-2	C-4
2017-06-03	17-06-03	13-21-202-001	5385 HIGHLAND RD. - VACANT	O-1	C-1
2017-10-01	17-10-01	13-12-105-005	2946 WALTON BLVD.	O-1	R-1A
2017-11-03	17-11-03	13-35-301-001	3965 CASS ELIZABETH RD.	C-2	CR
2017-11-04	17-11-04	13-04-253-013,014	VACANT PROPERTY	R-1	R-1B
2018-03-03	18-03-03	13-24-176-009 through 024	VACANT PROPERTY	C-1	R-1C
2018-04-01	18-04-01	13-16-401-023	5341 TUBBS RD.	PL	R-1A
2018-10-01	18-10-01	13-19-200-004	7488 PONTIAC LAKE RD.	R-1A	R-M2

Although there is no national standard for a color scheme adopted by the American Planning Association, the proposed color scheme used to represent the Township Zoning Districts is more typically seen in zoning maps used by municipalities nation-wide. After circulating this map for over a year, making minor adjustments as they have been identified.

Motion

If the Township Board concurs with the Planning Commission's favorable recommendation for this, a motion to "introduce" the case should be made which would then provide for consideration of "final adoption" of the Amendment at your July 27, 2020 meeting.

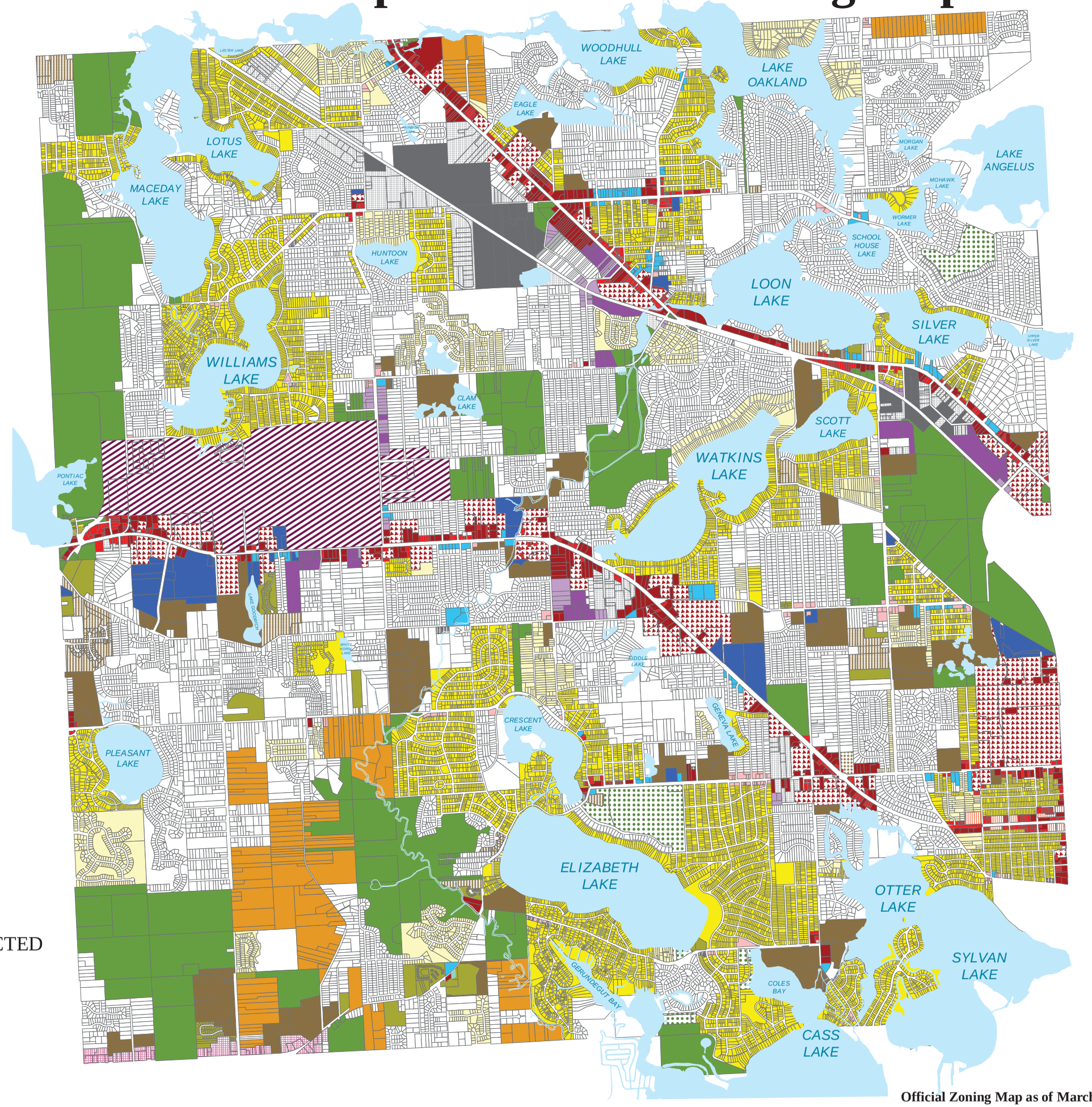
Upon your review, if you have any questions or require further information, please contact this office.

Charter Township of Waterford Zoning Map

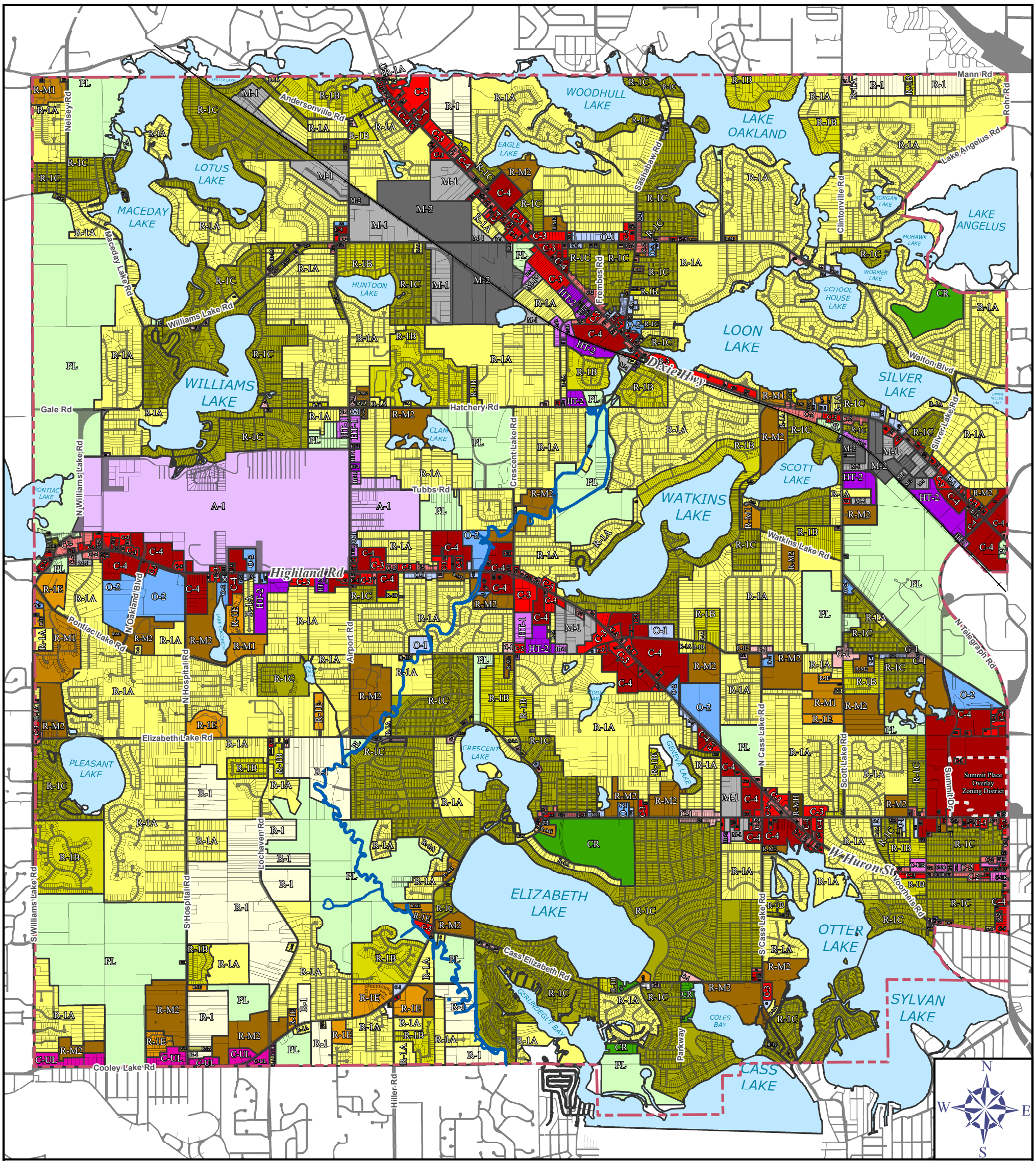
Legend

Zoning Districts

- R-1, SINGLE-FAMILY RESIDENTIAL
- R-1A, SINGLE-FAMILY RESIDENTIAL
- R-1B, SINGLE-FAMILY RESIDENTIAL
- R-1C, SINGLE-FAMILY RESIDENTIAL
- R-1D, DUPLEX RESIDENTIAL
- R-1E, SINGLE-FAMILY ATTACHED RESIDENTIAL
- R-M1, LOW DENSITY MULTIPLE-FAMILY RESIDENTIAL
- R-M2, MULTIPLE-FAMILY RESIDENTIAL
- R-MH, MOBILE HOME PARK DISTRICT
- CR, COMMERCIAL RECREATION
- PL, PUBLIC LANDS
- O-1, LOCAL OFFICE
- O-2, GENERAL OFFICE
- C-1, NEIGHBORHOOD BUSINESS
- C-2, SMALL BUSINESS
- C-3, GENERAL BUSINESS
- C-4, EXTENSIVE BUSINESS
- C-UB, URBAN BUSINESS
- C-UL, UNION LAKE BUSINESS
- A-1, AIRPORT
- HT-1, HIGH TECH OFFICE
- HT-2, HIGH TECH INDUSTRIAL AND OFFICE
- M-1, LIGHT INDUSTRIAL
- M-1*, LIGHT INDUSTRIAL-CONSENT JUDGMENT RESTRICTED
- M-2, GENERAL INDUSTRIAL



Official Zoning Map as of March 10, 2010



Zoning Map

WATERFORD TOWNSHIP
Development Services

Residential Zoning

- R-1, SINGLE-FAMILY RESIDENTIAL
- R-1A, SINGLE-FAMILY RESIDENTIAL
- R-1B, SINGLE-FAMILY RESIDENTIAL
- R-1C, SINGLE-FAMILY RESIDENTIAL
- R-1D, DUPLEX RESIDENTIAL
- R-1E, SINGLE-FAMILY ATTACHED RESIDENTIAL
- R-M1, LOW DENSITY MULTIPLE-FAMILY RESIDENTIAL
- R-M2, MULTIPLE-FAMILY RESIDENTIAL
- R-MH, MOBILE HOME PARK DISTRICT

Commercial & Office Zoning

- C-1, NEIGHBORHOOD BUSINESS
- C-2, SMALL BUSINESS
- C-3, GENERAL BUSINESS
- C-4, EXTENSIVE BUSINESS
- C-UB, URBAN BUSINESS
- C-UL, UNION LAKE BUSINESS
- O-1, LOCAL OFFICE
- O-2, GENERAL OFFICE

Higher Intensity & Other Zoning

- A-1, AIRPORT
- HT-1, HIGH TECH OFFICE
- HT-2, HIGH TECH INDUSTRIAL AND OFFICE
- M-1*, LIGHT INDUSTRIAL-CONSENT JUDGMENT RESTRICTED
- M-1, LIGHT INDUSTRIAL
- M-2, GENERAL INDUSTRIAL
- PL, PUBLIC LANDS
- CR, COMMERCIAL RECREATION
- Overlay Zoning Districts

STATE OF MICHIGAN

COUNTY OF OAKLAND

ORDINANCE NO. 2020-Z-005

REPLACEMENT ZONING MAP ORDINANCE AMENDMENT

An ordinance to amend the Waterford Township Zoning Ordinance by replacing the Zoning Map as adopted February 22, 2010, as part of Zoning Ordinance No. 135-A, and subsequently amended as a result of rezoning ordinances, with a new Zoning Map.

THE CHARTER TOWNSHIP OF WATERFORD ORDAINS:

Section 1 of Ordinance

The Zoning Map required, adopted by reference as part of Zoning Ordinance No. 135-A that took effect on March 10, 2010, subsequently amended by rezoning ordinances, and maintained in the office of the Zoning Official as provided in Sections 3-101 and 3-102 of the Zoning Ordinance, is amended by replacing it with a new Zoning Map, a reduced size copy of which is attached to this Ordinance Amendment.

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 Replacement Zoning Map Ordinance 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 July 27, 2020.

CHARTER TOWNSHIP OF WATERFORD

_____ _____

Date Kimberly Markee, Township Clerk

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Jeffrey M. Polkowski AICP
Superintendent of Planning & Zoning Division

MEMORANDUM

Date: July 6, 2020

To: Honorable Township Board Members

From: Jeffrey Polkowski, Superintendent of Planning and Zoning

RE: Rezoning Case No. 20-02-02

Location: Southeast corner of Dixie Hwy and Waterford Rd, accessible from Rockcroft Blvd

Applicant: Dale R. Ulman, 5201 Highland Rd., White Lake, MU 48383

Current Zoning: R-1A, Single Family Residential and PL, Public Land District
Proposed Zoning: C-3 General Business District

Master Plan: Public and Open Space: Public Lands

Prior to acquisition by the applicant, the property was utilized as vehicle storage area for the volunteer fire department and has currently been operating as a minor vehicle service facility. The current owner is seeking to rezone the property to C-3, General Business, to bring the use into conformity and the zoned in conformance with the surrounding area. Upon approval, of rezoning, the applicant will petition for a special approval use for an outdoor storage establishment in a C-3, General Business District.

The Master Plan indicates that these parcels are designated as Public and Open Space: Public Lands. This is due to its previously functioning use as vehicle storage for the Volunteer Fire Department. The Master Plan designation of all surrounding parcels are listed as Commercial Office: Community Business. Therefore, Township Staff recommends analyzing this parcel through the lens of the Commercial Office: Community Business Master Plan designation.

Motions

Based upon the Planning Commission's favorable recommendation at the June 23, 2020 regular meeting for this rezoning case, should the Board want to consider adopting the requested rezoning to C-3 General Business District, the appropriate motion would be

to introduce the attached Ordinance and schedule it for possible adoption at the July 27, 2020 meeting.

However, if the Board does not want to adopt the requested rezoning, the appropriate motion would be to not introduce the Ordinance and deny the rezoning.

Staff will be available at Monday's meeting for any questions on this case. However, if you have any questions in advance of the meeting, please contact this office.

Planning & Zoning Department

REZONING REVIEW March 16, 2020

Application Number	PZ 20-02-02	**Action Requested**	Rezoning
		Staff Recommendation	Approval
Request	Rezone from R-1A, Single Family Residential and PL, Public Land District to C-3 General Business District		
Project Name	Site Layout/Rezoning Plan for 4525 Rockcroft Blvd.		
Proposed Use(s)	Minor vehicle service facility; Commercial outdoor storage establishment; Office establishment		
Address	4525 Rockcroft Blvd.		
Parcel Number	13-04-126-008; 13-04-126-009		
Owner	Dale R. Ulman 5201 Highland Rd. White Lake, MU 48383	**Applicant**	Dale R. Ulman 5201 Highland Rd. White Lake, MU 48383
Property Information			
General Location	Southeast corner of Dixie Hwy and Waterford Rd, accessible from Rockcroft Blvd		
Current Zoning	R-1A, Single Family Residential and PL, Public Land District		
Proposed Zoning	C-3 General Business District		
Property Size	0.81 acres		
Master Plan Designation	Public and Open Space: Public Lands		
Frontage	15 feet on Rockcroft Blvd. (Independence Township)		
Current Use	There is an existing 2972 sq. ft. office building of area. Two minor vehicle service facilities both 915 sq. ft. and 1,640 sq. ft. The site has been operating as a non-conformity and the owner would like to bring the property to compliance.		
Site Plan / SLU History	No site plan or ZBA history found. Site previously operated as Volunteer Fire Department vehicle storage.		
Surrounding Development			
North	R-1A, Single Family Residential (Independence Township)		
East & South	C-3, General Business		
West	R-1A, Single Family Residential; C-2 Small Business		

Background Analysis

Prior to acquisition by the applicant, the property was utilized as vehicle storage area for the volunteer fire department and has currently been operating as a minor vehicle service facility. The current owner is seeking to rezone the property to C-3, General Business, to bring the use into conformity and the zoned in conformance with the surrounding area. Upon approval, of rezoning, the applicant will petition for a special approval use for an outdoor storage establishment in a C-3, General Business District.

The Master Plan indicates that these parcels are designated as Public and Open Space: Public Lands. This is due to its previously functioning use as vehicle storage for the Volunteer Fire Department. The Master Plan designation of all surrounding parcels are listed as Commercial Office: Community Business. Therefore, Township Staff recommends analyzing this parcel through the lens of the Commercial Office: Community Business Master Plan designation.

Planning Commission Approval Recommendation Guidelines

The following is a summary of Section 4-009.3 of the Zoning Ordinance and the Planning Commission's approval recommendation guidelines that have been established for rezoning application requests:

Where the purpose and effect of the proposed amendment is to change the zoning classification of a particular property, the Planning Commission shall make its recommendations to the Township Board based upon the evidence presented to it in each specific case with respect to the following matters:

A. The requested zoning change is consistent with the adopted Master Plan, as amended.

The subject parcels are designated as "Open Space: Public Lands" by the Master Plan. This is due to the site formally serving as the parking and maintenance bay for the Waterford Volunteer Fire Department.

The "Open Space: Public Lands" designation is intended for properties under governmental ownership for the purpose of conducting public business and property under governmental stewardship for the purpose of preserving and protecting public lands for the benefit of current and future citizens.

As this property has not been utilized as land as a public service for a considerable duration of time, staff recommends analyzing this parcel through the lens of the Community Business Master Plan designation as it is the predominant Master Plan designation for the area and due to the existing character of the site. The intent of the Community Business designation is to provide suitable locations for the general retail, service, and comparison shopping needs of the general population base.

Through this perspective, rezoning the property from Single Family Residential and Public Land to General Business District, would be consistent with the adopted Master Plan.

B. The requested zoning change is consistent with existing uses and zoning classifications of properties within the general area of the subject zoning lot.

With the exception of the two adjacent single-family homes to the west and the single-family housing district to the north in Independence Township, the proposed rezoning request is more in line with the surrounding commercial zoning.

C. The subject zoning lot's physical suitability to provide all dimensional and site requirements for the range of uses permitted under the proposed zoning classification.

The area of the subject property is approximately 35,283 square feet. Greatly exceeding the minimum lot area of the C-3, General Business Zoning District's minimum lot area requirement of 24,000 square feet.

D. The trend of development in the general area of the subject zoning lot is consistent with the requested zoning change.

With the exception of one property with a Master Plan Designation of Residential: Single Family, the entire surrounding parcels have the Master Plan Designation of Commercial/Office: Community Business. The proposed C-3, General Business Zoning District is in consistent with this long term trend.

E. The Township and other public agencies possess the capacity to provide all utility and public services that would be required for the range of uses permitted under the proposed zoning classification.

Public utilities are available to the site and the Township along with other related public service agencies possess the capacity to provide all utility and public services to the property.

F. The requested zoning change and the resulting range of uses permitted under the proposed zoning classification will not result in any significant environmental impacts.

The resulting range of uses would result in a similar range of uses that currently exist for adjacent properties in the surrounding area. Therefore, any significant environmental impact due to the newly proposed zoning classification, is not anticipated

G. Whether the amendment will be detrimental to the public interest.

This amendment not be detrimental to public interest as this continues a development trend within the area.

G:\CPD\Administrative\Planning Commission\Rezoning and Special Approval Reviews\Rezon-Special Approval Temp Working\2020\20-02-02 Dale Ulman - Rezoning R-1A & PL to C-3\20-02-02_Staff Report.docx

Recommendation and Planning Commission Action

This proposal would permit a parcel to function in a more harmonious manner to the surrounding commercial trend and work towards bringing a historically auto-oriented parcel to compliance. Staff is supportive of this proposal.

Following the required public hearing, the Planning Commission shall provide a recommendation to the Township Board on the rezoning request. In making this recommendation, the Planning Commission shall consider the approval recommendation guidelines referenced above. Staff has attached a motion template for your use in formulating your recommendation.

Upon your review, if you have any questions or require additional information prior to Tuesday's meeting, please contact this office.

G:\CPD\Administrative\Planning Commission\Rezoning and Special Approval Reviews\Rezon-Special Approval Temp Working\2020\20-02-02 Dale Ulman - Rezoning R-1A & PL to C-3\20-02-02_Staff Report.docx

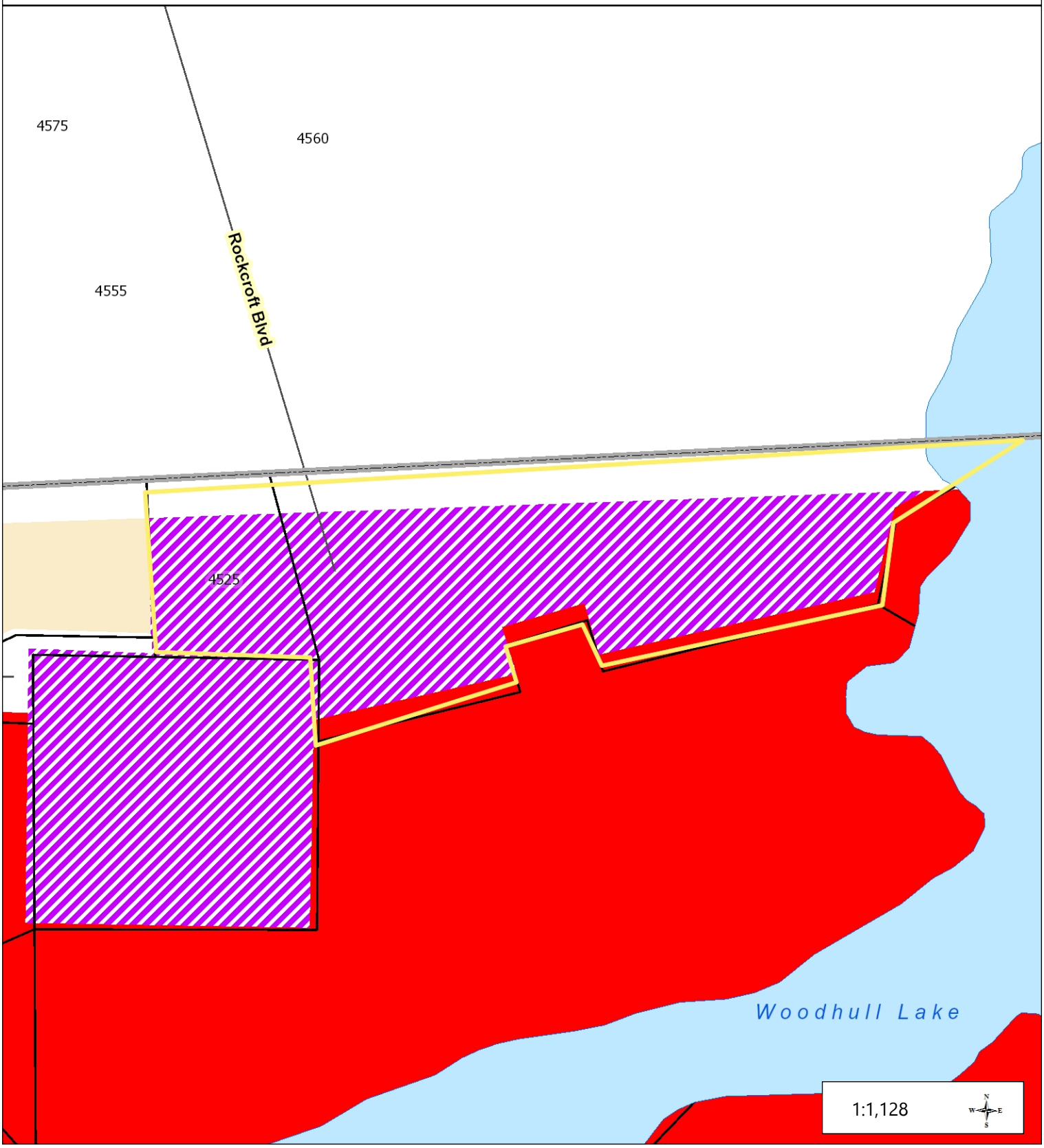
Rezoning #20-02-02
Aerial Map

188.1 0 94.04 188.1 Feet

SOURCES: The Charters Township of Waterford and Oakland County, MI. Oakland County parcel data, Updated weekly.

DISCLAIMER: Information depicted hereon is for reference purposes only. It was complied from the best avaliable resources which have varying degrees of accuracy. This map is not a legally recorded map nor a survey and is not intended to be used as such. The Charter Township of Waterford assumes no responsibility for error that arise from this map.

Rezoning #20-02-02
Master Plan Map



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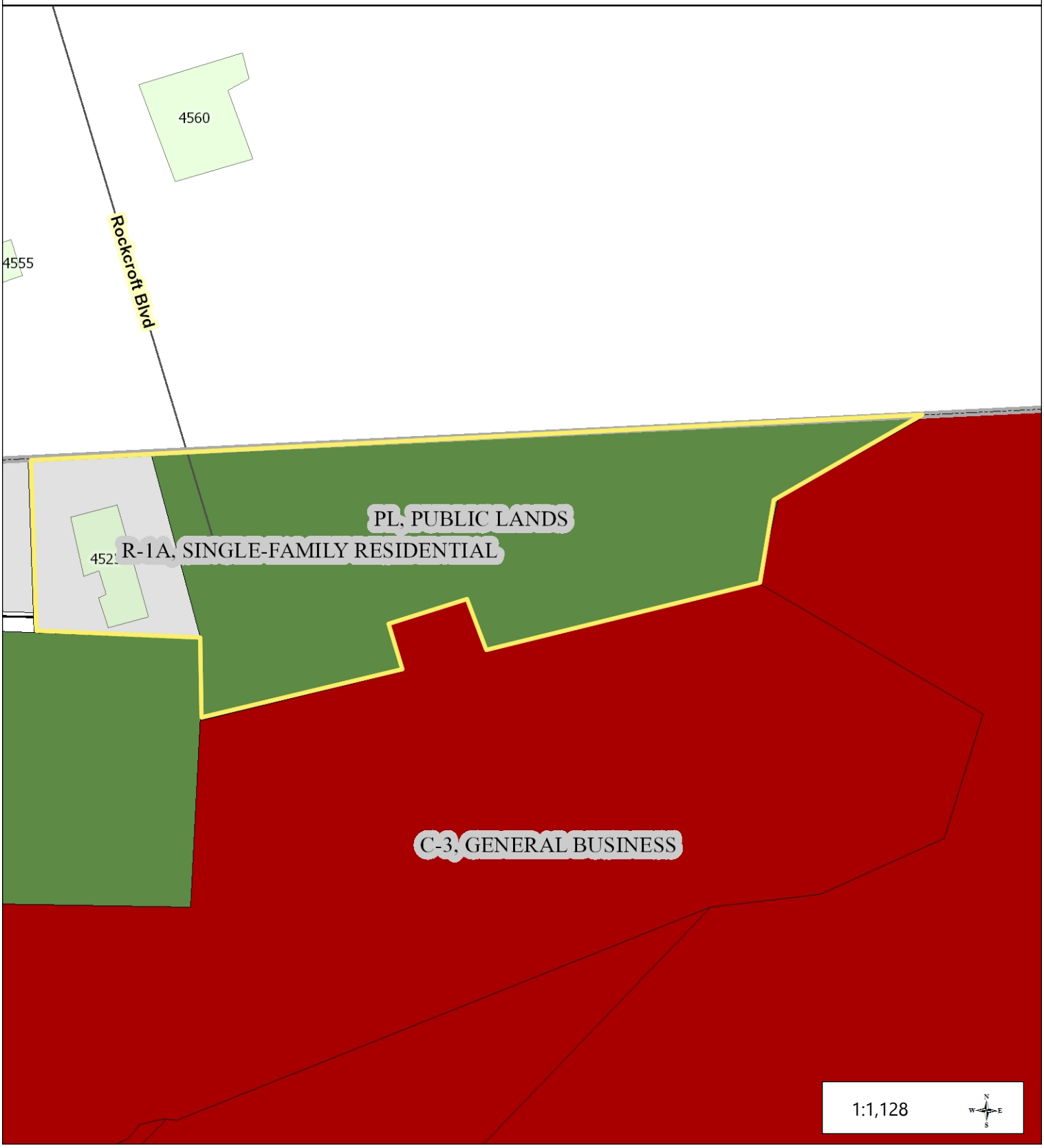
Rezoning #20-02-02
Zoning Map



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4:30 P.M. – CALL THE MEETING TO ORDER
Chairperson Werth called the meeting to order at 4:29P.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

II. **APPROVAL OF JUNE 23, 2020 PLANNING COMMISSION MEETING AGENDA.**

MOTION AND VOTE
Moved by Reno
*Supported by Ray; Resolved to **APPROVE** the June 23, 2020 Planning Commission Meeting Agenda.*
MOTION CARRIED UNANIMOUSLY
(6-0)

III. **APPROVAL OF THE MAY 28, 2020 PLANNING COMMISSION SPECIAL MEETING MINUTES AS PRINTED.**

MOTION AND VOTE
Moved by Kramer
*Supported by Bartolotta; Resolved to **APPROVE** the May 28, 2020 Planning Commission Meeting Minutes as printed.*
MOTION CARRIED UNANIMOUSLY
(6-0)

IV. **APPROVAL OF CONSENT AGENDA**

MOTION AND VOTE
Moved by Bartolotta
*Supported by Kramer; Resolved to **APPROVE** the Consent Agenda*
MOTION CARRIED UNANIMOUSLY
(6-0)

V. SITE PLANS AND PUBLIC HEARINGS

1.) PUBLIC HEARING - Rezoning. 20-01-03, Redwood Living Residential Development (New Hearing)

Location:	NE corner of Hatchery Rd and N Williams Lake Rd
Request:	Rezone from PL, Public Lands to R-M2, Multiple-Family Residential Zoning District. This is a modification of the original rezoning request.
Parcel I.D. No.:	13-18-100-008
Applicant:	Redwood Living c/o Patricia Rakoci

MOTION AND VOTE
Moved by Bartolotta
*Supported by Reno; Resolved to **TABLE** Rezoning Case No. 20-01-03 to the next meeting so that public input could be heard.*
MOTION CARRIED UNANIMOUSLY
(6-0)

2.) Site Plan # PSP. 20-1353, Redwood Living – Residential Development

Location:	NE corner of Hatchery Rd and N Williams Lake Rd
Request:	Concept Site Plan Review
Parcel I.D. No.:	13-18-100-008
Applicant:	Redwood Living c/o Patricia Rakoci

Mr. Polkowski gave a brief overview of the revised site plan and addressed the changes made from comments at the last meeting. If approved, this would be conditional upon the change of zoning and text amendment approvals. Staff would like to approval to go ahead without the need to bring this back before the Planning Commission.

Ms. Englehardt gave a brief visual presentation to show the minor changes to the previous conceptual site plan.

Board members questioned the revised sidewalk detail and the lack of buffer (curb) on the revised plan.

MOTION AND VOTE
Moved by Reno
*Supported by Bartolotta; Resolved to **APPROVE** Site Plan # PSP20-1353 contingent upon approval of Rezoning and Text Amendment changes and staff approval.*
MOTION CARRIED
(5-1) with commissioner Ray opposed

3.) PUBLIC HEARING - Rezoning. 20-02-02, Dale Ulman

Location:	4525 Rockcroft Blvd
Request:	Rezone from PL, Public Lands and R-1A Single-Family Residential District to C-3, General Business.
Parcel I.D. No.:	13-04-126-008 & 13-04-126-009
Applicant:	Dale Ulman

Mr. Polkowski gave a brief history of this parcel and the intended use by the new owner. He further noted that a site plan would still need to be submitted if rezoning is granted.

During the public portion of the meeting the following spoke with concerns regarding this request.

Sally Byron of 4560 Rockcroft Blvd. lives adjacent to the applicant's property and voiced concerns of how the rezoning would affect her property. She further noted that the residents of this street paid to have the street paved and she had concerns with more traffic.

Board members asked more questions regarding the road and outdoor storage and the applicants intended use for the property.

Mr. Ulman stated that he plans to clean up the property and only use himself. He has been maintaining the road by plowing snow in the winter and would continue to do so. He takes pride in keeping his properties well maintained.

Board members noted that the property was previously used for vehicle storage by the fire department, the current owner takes care of the road maintenance and the existing road was put in twenty five years ago.

MOTION AND VOTE
Moved by Bartolotta
*Supported by Kramer; Resolved to forward a **favorable** recommendation in Case No.*

20-02-02 on to the Township Board, to rezone the subject property of this application from R-1A, Single Family Residential and PL, Public Land District to C-3 General Business District 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)

4.) PUBLIC HEARING - Text Amendment. 20-03-02, Zoning Ordinance Text Amendment

Request:	Proposed Ordinance to amend Waterford Township Zoning Ordinance No. 135-A, by amending the R-M1, Low Rise Multiple-Family Residential and R-M2 Multiple-Family Residential Zoning Districts permitted uses to include Attached Single-Family uses.
Applicant:	Waterford Township

Mr. Polkowski gave a brief overview of the proposed text amendment.

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

MOTION AND VOTE
Moved by Bartolotta
*Supported by Murphy; to forward a **favorable** recommendation in Case No. 20-03-02 on to the Township Board, to amend the R-M1, Low Density Multiple-Family Residential District text to expand permitted principal uses and permitted uses after special approval and to amend the R-M1, Low Density Multiple-Family Residential District text to expand permitted principal uses and permitted uses after special approval based on the 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, and members of the public.*

MOTION CARRIED UNANIMOUSLY
(6-0)

5.) PUBLIC HEARING - Text Amendment. 20-03-03, Zoning Ordinance Text Amendment

Request:	Proposed Ordinance to amend Waterford Township Zoning Ordinance No. 135-A, by amending the M-1, Light Industrial permitted uses for Commercial Outdoor Storage.
Applicant:	Waterford Township

Mr. Polkowski gave a brief overview of the proposed text amendment. Having an abundance of outdoor storage in the surrounding areas, make the properties less desirable. Waterford seems to have a lot of boat storage, and this amendment would help control and limit the amount of storage.

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

MOTION AND VOTE
Moved by Bartolotta
*Supported by Murphy; to forward a **favorable** recommendation in Case No. 20-03-03 on to the Township Board, to amend the M-1, Light Industrial District text to limit permitted principal uses and expand permitted uses after special approval based on the findings and conclusions under the Ordinance approval recommendation guidelines which are based on assessment of the information and statements presented in this case by the Township Staff, and members of the public.*

MOTION CARRIED UNANIMOUSLY
(6-0)

6.) <u>PUBLIC HEARING - Text Amendment No. 20-04-01 –Text Amendment Banquet and Food Preparation Establishments</u>

Request:	This amendment to Waterford Township Zoning Ordinance No. 135-A that is proposed by the Township Planning and Zoning Superintendent and Development Services Department Director, would amend the Zoning Ordinance by establishing Food Preparation Establishments as a Permitted Use after Special Approval within the C-2, Small Business District and as a Permitted Principal Use within the C-UB, Urban Business District.
Applicant:	Waterford Township

Mr. Polkowski gave a brief overview of the proposed text amendment.

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

MOTION AND VOTE
Moved by Kramer
*Supported by Bartolotta; to forward a **favorable** recommendation in Case No. 20-04-01 on to the Township Board, to amend the C-2, Small Business District text to establish permitted uses after special approval and to amend the C-UB, Urban Business Zoning District text to reduce permitted uses after special approval based on the 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, and members of the public.

MOTION CARRIED UNANIMOUSLY
(6-0)

7.) <u>PUBLIC HEARING - Map Amendment No. 20-06-01 – Re-adoption of the Official Zoning Map</u>

Request:	This amendment to Waterford Township Zoning Ordinance No. 135-A that is proposed by the Township Planning and Zoning Superintendent and Development Services Department Director, would re-adopt the Official Zoning Map for the Township displaying updated rezoning requests and new symbology.
Applicant:	Waterford Township

Mr. Polkowski presented an updated version of the Township Zoning map that the Planner II, Scott Alef has been working on for some time. He explained the changes that were made to make areas easier to identify.

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

MOTION AND VOTE
Moved by Kramer
*Supported by Bartolotta; to forward a **favorable** recommendation in Case No. 20-06-01 on to the Township Board, to amend the official Zoning Map as outlined in Section 3-101 of the Ordinance based on the 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, and members of the public.*

MOTION CARRIED UNANIMOUSLY
(6-0)

8.) <u>Site Plan # PSP. 20-1358, Mudslungers Drive Thru Coffee Kiosk</u>

Location:	N Side of Dixie Hwy, S of Andersonville Rd
Request:	Concept Site Plan Review
Parcel I.D. No.:	13-04-127-015
Applicant:	Andy Molenaar & Deb Tucker

Board member Kramer said that he agreed with Staff comments regarding moving the kiosk up one isle and voiced concerns with the South entrance.

Ms. Sides spoke up to say that a large percentage of the customers would go to the light for comfort reasons, and that they are willing to put in signs to designate entrance, or exit only.

Mr. Polkowski stated that Fire, Planning and Engineering still wish to make comments on this conceptual site plan before a final plan is submitted.

MOTION AND VOTE
Moved by Kramer
*Supported by Bartolotta; to **Approve** Site Plan # PSP.20-1358 contingent on the approval of a variance, and that it meets the standards of the Township staff.*

MOTION CARRIED UNANIMOUSLY
(6-0)

VI. DISCUSSION
VII. ALL ELSE

VIII. ADJOURN

Chairperson Werth adjourned the meeting at 5:47p.m.

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 2020-70. The public may participate in the meeting through GoToMeeting by computer, tablet or smart phone using the following link:

https://global.gotomeeting.com/join/303841141

You can also dial in using your phone.

United States (Toll Free): 1 877 568 4106

United States: +1 (571) 317-3129

Access Code: 303-841-141

New to GoToMeeting? Get the app now and be ready when your first meeting starts:

https://global.gotomeeting.com/install/303841141

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 Planning Commission Chair. The Chair 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 Planning Commission members through Jeffrey Polkowski, Township Planning and Zoning Division Superintendent, by email to jpolkowski@waterfordmi.gov, or by mail at 5200 Civic Center Drive, Waterford, Michigan 48329.

CHARTER TOWNSHIP OF WATERFORD
APPLICATION FOR REZONING/TEXT AMENDMENT

Development Services Department
5200 Civic Center Drive
Waterford, MI 48329-3773
(248) 674-6250

Staff Use Only
Fee Paid ✓
Case No. Assigned PZ20-02-01
Public Hearing Date

Applicant Name: Dale R Ulman

Applicant Address: 5201 Highland Rd (*Street Address*) White Lk (*City*) M. (*State*) 48383 (*ZIP Code*)

Applicant Contact Information: 248-431-8244 (*Phone Number*) BoomersBikeShop@yahoo.com (*Email Address*)

☐ **Text Amendment** _____

☒ **Property Rezoning**

Site Address/General Location: 4525 Rockcroft Blvd Waterford M. 48346

Parcel ID No.: 13-04-126-008, 13-04-126-009 **Total Site Acreage:** .81

Existing Zoning (*check applicable district*):

☒ R-1/1A/1B/1C ☐ R-1D ☐ R-1E ☐ R-M1 ☐ R-M2 ☒ PL ☐ CR ☐ O-1 ☐ O-2
☐ C-1 ☐ C-3 ☐ C-4 ☐ C-UL ☐ C-UB ☐ HT-1 ☐ HT-2 ☐ M-1 ☐ M-2

Proposed Zoning (*check applicable district*):

☐ R-1/1A/1B/1C ☐ R-1D ☐ R-1E ☐ R-M1 ☐ R-M2 ☐ PL ☐ CR ☐ O-1 ☐ O-2
☐ C-1 ☒ C-3 ☐ C-4 ☐ C-UL ☐ C-UB ☐ HT-1 ☐ HT-2 ☐ M-1 ☐ M-2

For Property Rezoning Requests, all persons having ownership interest in above-referenced property must sign this document to authorize the filing of the application. Ownership interest includes owners, all parties in land contracts, and all parties in purchase agreements. Additional signature pages may be attached for owners exceeding two in number.

	NAME (Print)	ADDRESS	TYPE OF OWNERSHIP INTEREST	SIGNATURE
1.	Dale R Ulman	5201 Highland White Lk M. 48383	100%	
2.				

CERTIFICATION

I do hereby swear all of the statements, signatures, descriptions and exhibits herewith submitted are true and accurate to the best of my knowledge and that I am to file this application and act on behalf of the signatories of the above authorization.

Dale R Ulman (Name (Please Print)) 5201 Highland White Lk M. 48383 (Address) (Telephone Contact) (Birth Date) (Drivers License #)

Signature _____ 1/28/64 U-455-135-745-075

Subscribed and sworn to before me this 26 day of February, 2020

Notary Public

State of Michigan

County of _____

My Commission Expires: _____

JESSICA K. BINGHAM
NOTARY PUBLIC – STATE OF MICHIGAN
COUNTY OF OAKLAND
MY COMMISSION EXPIRES 04/23/2020
Acting in the County of Oakland

Charter Township of Waterford
Planning Commission/Zoning Board of Appeals
Consent to Property Inspection

Development Services Department
5200 Civic Center Drive
Waterford, MI 48329-3773
(248) 674-6250

I (WE), the undersigned have made application to the Charter Township of Waterford for land use matters to be considered and decisions made by the:

☐ Planning Commission

☒ Zoning Board of Appeals

that will affect use of our property identified below. In order to enable the members of such decision-making body to make an informed decision on our request, I (WE), do hereby consent to allow the members of the decision-making body to inspect the subject property up to the date of the meeting of the decision-making body at which such body issues its final decision on MY (OUR) request, provided that such inspections are limited to:

- gathering information specific to the requested action,
- typical hours of daily human activity, unless specified otherwise below, and
- the following restrictions:

4525 Rockcroft
Address of Subject Property

13-04-126-008 / 13-04-126-009
Parcel I.D. Number(s)

NOTE: Any and all persons having ownership interest in the above described property <u>MUST</u> sign this application in the presence of a notary.

Subscribed and sworn to before me this 26 day of February, 2020

Notary Public

My commission expires:

State of Michigan, County of

JESSICA K. BINGHAM
NOTARY PUBLIC – STATE OF MICHIGAN
COUNTY OF OAKLAND
MY COMMISSION EXPIRES 04/23/2020
Acting in the County of Oakland

Property Owner: DALE R ULMAN

Driver's License No.: U-455-135-745-075

Birth Date: 1-28-1964

Property Owner: SAME

Driver's License No.: SAME

Birth Date: SAME

Additional signature pages may be attached for owners exceeding two in number.

March 13, 2020

Planning Commission

To Whom It May Concern:

I am writing you today in regards to the property located on Rockcroft. The property is currently zoned public and residential. I bought the property for personal use, and the joining building for working on my personal vehicles. The property was ideal because it is close to my Motorcycle Business and Car Business; It is easy to keep an eye on my personal property.

Originally the building was used as a banquet hall. There are numerous parking spaces, already drawn out. What I would like to do with the property is use it for staging my vehicles to prepare them for sale. I would use the large building to fix any issues with the vehicles and for detail cleaning. I do not want the property to look like a junkyard, I take great pride in my vehicles. I prefer them looking pristine condition at all times. I even prefer all the vehicles parked in spaces all facing the same way.

There is additional storage which I would like to continue to use for personal use on the property. There is mostly outdoor storage, which I prefer again to look in pristine condition. For these reason are why I would like to rezone the property to a C3.

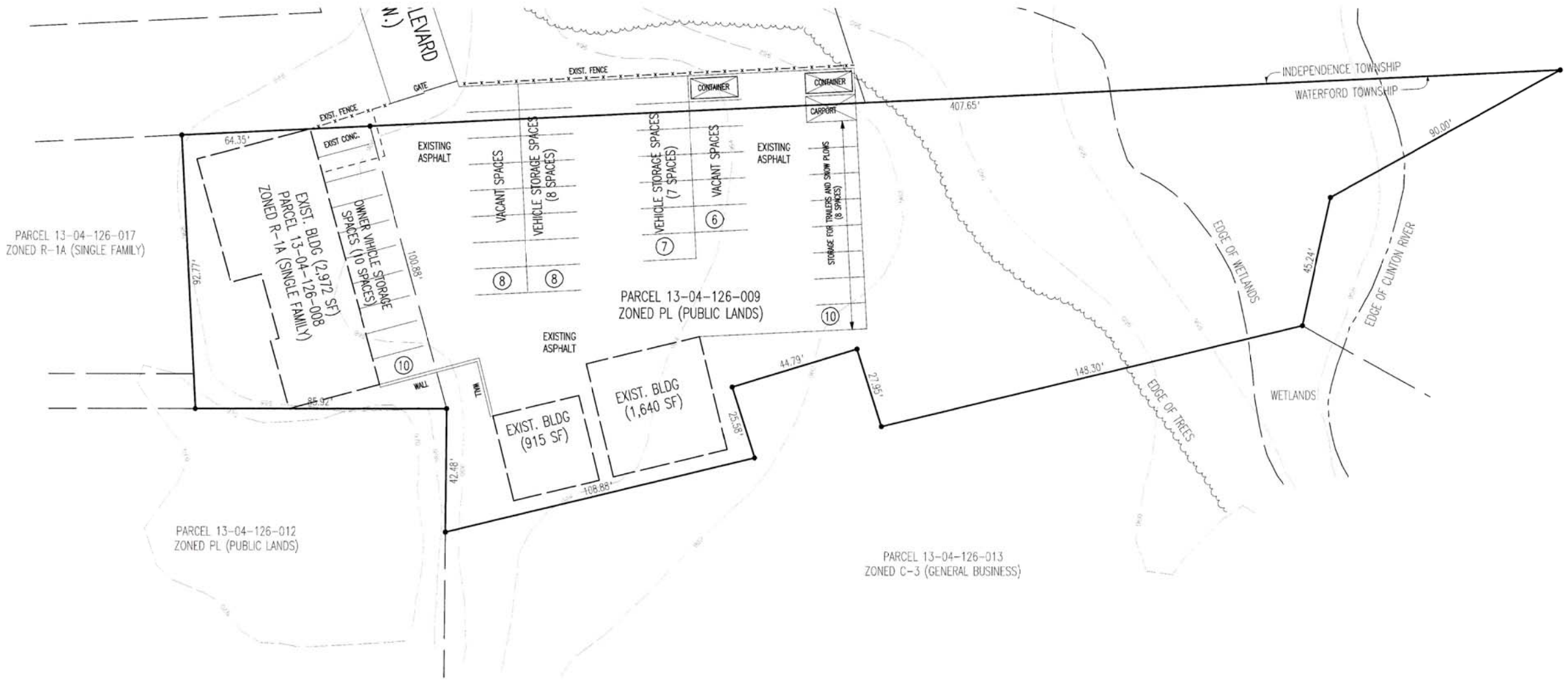
Thank you for your time and consideration for the rezoning of my property. If you have any questions please give me a call at 248-431-8244

Sincerely,

Boomer

Boomer

(Property Owner)



GENERAL NOTES:

1) THIS IS A SITE LAYOUT/REZONING PLAN FOR PARCELS 13-04-126-008 (ZONED R-1A - SINGLE FAMILY AND 13-04-126-009 (ZONED PL - PUBLIC LANDS) BOTH PARCELS PROPOSED TO BE REZONED TO C-3 GENERAL BUSINESS.
2) ALL PLANS AND SPECIFICATIONS SHALL COMPLY WITH THE CURRENT REQUIREMENTS OF WATERFORD TOWNSHIP, OAKLAND COUNTY AND THE STATE OF MICHIGAN.
3) THIS SITE IS SERVED WITH UNDERGROUND ELECTRIC, TELEPHONE AND GAS MAINS.
4) EXISTING DRAINAGE WILL BE MAINTAIND
5) BOUNDARY AND TOPOGRAPHIC INFORMATION WAS PROVIDED OAKLAND COUNTY PROPERTY GATEWAY.

SITE DATA:

1) SITE ADDRESS - 4525 ROCKCROFT BOULEVARD
CLARKSTON, MICHIGAN 48346
2) EXISTING ZONING: PARCEL 13-04-126-008
R-1A - SINGLE FAMILY
PARCEL 13-04-126-009
PL - PUBLIC LANDS
PROPOSED ZONING: C-3 - GENERAL BUSINESS.
3) PROPOSED USE: VEHICLE REPAIR FACILTY
4) DESCRIPTIONS: PARCEL 13-04-126-008 BEING A PART OF THE NORTHWEST 1/4 OF SECTION 4, T-3-N, R-9-E, WATERFORD TOWNSHIP, OAKLAND COUNTY, MICHIGAN. BEING MORE PARTICULARLY DESCRIBED AS BEGINNING AT THE INTERSECTION OF THE WEST LINE OF ROCKCROFT BOULEVARD AND THE NORTH LINE OF SAID SECTION 4; THENCE S 12°12'30" E 100.88 FEET; THENCE N 86°11'00" W 85.92 FEET; THENCE DUE NORTH 92.77 FEET TO A POINT ON THE NORTH LINE OF SAID SECTION 4; THENCE N 87°15'22" E 64.35 FEET TO THE POINT OF BEGINNING. CONTAINING 0.18 ACRES, MORE OR LESS
AND
PARCEL 13-04-126-009 BEING A PART OF THE NORTHWEST 1/4 OF SECTION 4, T-3-N, R-9-E, WATERFORD TOWNSHIP, OAKLAND COUNTY, MICHIGAN. BEING MORE PARTICULARLY DESCRIBED AS BEGINNING AT THE INTERSECTION OF THE WEST LINE OF ROCKCROFT BOULEVARD AND THE NORTH LINE OF SAID SECTION 4; THENCE N 87°15'22" E 407.65 FEET TO THE CENTERLINE OF THE CLINTON RIVER; THENCE S 60°45'22" W 90.00 FEET; THENCE S 12°16'34" W 45.24 FEET; THENCE S 76°23'47" W 148.30 FEET; THENCE N 17°01'03" W 27.95 FEET; THENCE S 72°58'57" W 44.79 FEET; THENCE S 17°38'22" E 25.58 FEET; THENCE S 76°23'47" W 108.88 FEET; THENCE N 00°25'08" E 42.48 FEET; THENCE N 15°02'12" W 100.88 FEET TO THE POINT OF BEGINNING. CONTAINING 0.81 ACRES, MORE OR LESS. TOTAL SITE AREA 0.99 ACRES, MORE OR LESS.

PARKING DATA

TOTAL BUILDING AREA - 5,527 SF
EXISTING TOTAL PARKING SPACES - 49 SPACES
PARKING BREAKDOWN - 10 SPACES FOR OWNERS PERSONAL VEHICLE STORAGE
- 15 VEHICLE STORAGE SPACES
- 8 TRAILER AND SNOW PLOW STORAGE SPACES
- 1 CARPORT SPACE
- 2 CONTAINER SPACES
- 13 VACANT SPACES

PROJECT MANAGER:
PAUL J. BOOMER

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

SECTION 3-705. C-3, GENERAL BUSINESS DISTRICT

The regulations in the subsections below shall apply to properties in the C-3 General Business Zoning District:

1. **Purpose and Intent.** The C-3 zoning district is intended to implement the goals of the Community Business land use designation as described in Chapter 8 of the Waterford Township Master Plan-2003-2023 and identified on the Future Land Use Maps as well as implement Master Plan Objective 4.4, ***Improve the Physical Appearance and Functional Character of the Commercial Corridors,*** by permitting the development of a broad range of general commercial uses on zoning lots properly scaled and designed to serve broad areas of the Township. This zoning district is intended to limit the intensity of commercial development through the height and usable floor area restrictions specified within **Sections 3-900** and **3-901**, and ensure that effective setbacks and landscape buffers are established so that the quality of life in adjacent residential areas is not adversely affected. To ensure effective vehicular and pedestrian accessibility, this zoning district shall be primarily located with access along major arterial streets, and may be located with access along minor arterial streets where the zoning lot and use are properly scaled. This zoning district may serve as a transitional zone between light industrial or extensive business zoning districts and existing single-family residential zoning districts.
2. **Conformance to Regulatory Standards**. All zoning lots, uses, buildings, and structures within this zoning district shall comply with **Sections 3-900** and **3-901** and the **Waterford Code of Ordinances, Buildings and Building Regulations, Fire Prevention and Protection, Flood Control and Environmental Protection, Health and Sanitation, and Water and Sewers.** In addition to all other plan review requirements applicable under this Zoning Ordinance, developments in this zoning district shall require approval through the applicable site plan review procedure in accordance with **Section 4-004**.
3. **Permitted Principal Uses.** The following uses shall be permitted as principal permitted uses in the C-3 district:
   A. Convenience stores, department stores, drug stores, limited merchandise stores, merchandise display stores, specialty retail stores, and supermarket establishments *(See **Retail Establishments** in **Section 1-007**)* without outdoor sales display areas.
   B. Shopping centers *(See **Retail Establishments** in **Section 1-007**)* without outdoor sales display areas.
   C. Animal grooming establishments, banquet and food preparation establishments, building systems repair establishments, commercial school establishments, household service repair establishments, laundry establishments, media production establishments, media communications establishments, personal advice establishments, personal grooming establishments, personal improvement service establishments, personal service establishments, and pet shop establishments *(See **Commercial Service Establishments** in **Section 1-007**)*.
   D. Drop-off dry cleaning establishments *(See **Dry-Cleaning Establishments** in **Section 1-007**)*.
   E. Professional medical care offices and medical clinics *(See **Medical Establishments** in **Section 1-007**)*.
   F. Office establishments *(See **Office Establishments** in **Section 1-007**)*.
   G. Restaurant establishments *(See **Restaurant Establishments** in **Section 1-007**)* without outdoor dining patios.
   H. Entertainment rental establishments and rent-to-own establishments *(See **Rental Establishments** in **Section 1-007**)*.
   I. Entertainment activity centers and theaters *(See **Entertainment Establishments** in **Section 1-007**)*.
   J. Hotels and motels *(See **Hotel and Motel** in **Section 1-007**)*.
   K. Fitness centers and health/recreation facilities *(See **Recreational Facilities** in **Section 1-007**)*.
   L. Antique stores, used book shops, consignment shops, and thrift shops *(See **Resale Establishments** in **Section 1-007**)*.
   M. Veterinary clinics *(See **Veterinary Establishments** in **Section 1-007**)*. A veterinary clinic may include customary pens or cages which are permitted only within the clinic building and limited to overnight observation and shall only be incidental to such clinic use.
   N. Funeral home establishments *(See **Funeral Home Establishments** in **Section 1-007**)*.
   O. Precious metal and gem dealers *(See **Section 1-006**)* in conformance with **Section 2-602**.
   P. Public utility facilities and public utility hardware (*See **Public Utility** in **Section 1-007**)*.
4. **Permitted Uses after Wellhead Protection Compliance.** The following uses shall be permitted as principal permitted uses in the C-3 district, subject to receiving a Determination of Compliance with Wellhead Protection from the Public Works Official as defined and regulated by the **Waterford Code of Ordinances** prior to consideration through the applicable site plan review procedure in accordance with **Section 4-004**:
   A. Landscaping maintenance establishments *(See **Commercial Service Establishments** in **Section 1-007**)*.
   B. Local dry-cleaning and commercial dry cleaning establishments *(See **Dry-Cleaning Establishments** in **Section 1-007**)*.
   C. Minor vehicle service facilities and general vehicle service facilities *(See **Vehicle Repair Facilities** in **Section 1-007**)*.

(*ARTICLE III*, *DIVISION 3-7*, *SECTION 3-705 cont.*)

5. Permitted Uses after Special Approval. The following uses shall be permitted as special approval uses in the C-3 district, subject to the review and approval of the use in accordance with **Section 4-006** and any conditions hereinafter imposed for each such use:

A. Cultural facilities *(See **Cultural Facilities** in **Section 1-007**)*.

B. Institutional facilities *(See **Institutional Facilities** in **Section 1-007**)*.

C. Religious facilities *(See **Religious Facilities** in **Section 1-007**)*.

D. Hospitals *(See **Medical Establishments** in **Section 1-007**)*.

E. Vehicle (car) wash establishments *(See **Commercial Service Establishments** in **Section 1-007**)*.

F. Veterinary hospitals *(See **Veterinary Establishments** in **Section 1-007**)*. A veterinary hospital may include customary pens or cages as an accessory use on the zoning lot, provided that they are an identified part of an approved site plan.

G. Vehicle lease or rental agencies *(See **Vehicle Lease or Rental Agency** in **Section 1-007**)*. An approved site plan for a vehicle rental agency office shall incorporate plan details for all zoning lots utilized for outdoor vehicle inventory storage, and provide and maintain current information on all storage locations of its inventory, ensuring that zoning lots shall not exceed Zoning Ordinance requirements for inventory storage.

H. The uses permitted under **Sections 3-705.3.A** and **3-705.3.B** with outdoor sales display areas *(See **Use** in **Section 1-007**)*.

I. Restaurant establishments *(See **Restaurant Establishments** in **Section 1-007**)* with outdoor dining patios conducted in areas structurally attached to and/or located directly adjacent to or upon the principal building used for restaurant establishments. The Planning Commission shall review and may stipulate requirements for reasonable restrictions on the hours of operations, additional screening and fencing, service area accessibility, waste material containers and disposal of waste materials, effective pedestrian circulation, seating capacity, additional required parking, and future review to ensure conformance with such stipulations and the performance standards established in this Zoning Ordinance.

J. Pawnshops and second-hand dealers *(See **Section 1-006**)* in conformance with **Section 2-602**.

K. Substance abuse care centers and transitional medical care facilities *(See **Medical Establishments** in **Section 1-007**)*.

L. Sport recreation facilities, golf driving ranges, and skateboard parks *(See **Recreational Facilities** in **Section 1-007**)*.

M. Competitive commercial adventure game facilities *(See **Entertainment Establishments** in **Section 1-007**).*

N. Massage schools *(See **Section 1-006**)* in conformance with **Section 2-602**.

O. Commercial storage establishments *(See **Commercial Storage Establishments** in **Section 1-007**)*, provided that all outdoor storage areas associated with such a use shall be located to the rear of the principal building. The Planning Commission may stipulate a reasonable increase of setback requirements to that of a more intensive zoning district as well as additional screening and barriers when the subject zoning lot abuts a residential zoning district.

P. Light equipment rental establishments *(See **Rental Establishments** in **Section 1-007**)* and new vehicle dealer, used vehicle dealer, and vehicle broker dealer establishments *(See **Vehicle Dealer Establishments** in **Section 1-007**)* conducted entirely within the principal building with no outdoor display or storage.

Q. The following uses shall be considered for special approval, provided that the proposed use and site plan receives a Determination of Compliance with Wellhead Protection from the Public Works Official as defined and regulated by the **Waterford Code of Ordinances** prior to consideration by the Planning Commission under this Section.

(1) On zoning lots with a net lot area exceeding one (1) acre, light equipment rental establishments *(See **Rental Establishments** in **Section 1-007**)* and new vehicle dealer, used vehicle dealer, and vehicle broker dealer establishments *(See **Vehicle Dealer Establishments** in **Section 1-007**)* with outdoor display or storage.

(2) Commercial fueling establishments *(See **Commercial Fueling Establishments** in **Section 1-007**)*.

(3) Propane filling facilities as an ancillary use *(See **Use** in **Section 1-007**)* for permitted uses identified in **Sections 3-705.3.A** and **3-705.3.B**.

(4) Major vehicle service facilities *(See **Vehicle Repair Facilities** in **Section 1-007**)*.

STATE OF MICHIGAN

COUNTY OF OAKLAND

ORDINANCE NO. 2020-Z-006

ZONING ORDINANCE MAP AMENDMENT

An ordinance to amend the Waterford Township Zoning Ordinance by rezoning a parcel of property and amending the Zoning Map.

THE CHARTER TOWNSHIP OF WATERFORD ORDAINS:

Section 1 of Ordinance

The parcels of property that are assigned tax parcel numbers 13-04-126-008, and 13-04-126-009, with current addresses of 4525 Rockcroft Blvd. are rezoned from **Rezone from R-1A, Single-Family Residential and PL, Public Land District to C-3, General Business District,** with the Zoning Map that is adopted by and made part of the Waterford Township Zoning Ordinance in Section 3-101, to be changed and amended to reflect this rezoning.

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 Map Amendment Ordinance 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_____.

CHARTER TOWNSHIP OF WATERFORD

_____ _____

Date Kimberly F. Markee, Township Clerk

PROPERTY RENTAL AGREEMENT

(1) This Property Rental Agreement ("Agreement") shall be effective as of the date of the last signature and is by and between the Charter Township of Waterford, a Municipal Corporation, whose address is 5200 Civic Center Drive, Waterford, Michigan 48329, hereinafter designated as the *"**Landlord**"*, and R&L Produce by Van Houtte Farms, LLC, a Michigan limited liability company whose address is 11360 35 Mile Road, Romeo, Michigan 48065, hereinafter designated as the Tenant.

(2) Description of Rental Area and Purpose: The Landlord, in consideration of the rents to be paid and the covenants and agreements to be performed by the Tenant, does hereby rent to the Tenant the portion of the premises situated at the Parking Lot on the property known as 2303 Crescent Lake Road, Waterford Township, MI 48329 as depicted on that attached plot plan ("Premises") for the purpose of seasonal retail sales of fresh produce as a transient merchant.

(3) Term and Rent: This Agreement shall be for up to four (4) months per year (July, August, September, and October) beginning in calendar year 2020 and continuing through calendar year 2024, with the Tenant's rent payments to Landlord to be in the amounts listed below. The payments for August, September, and October shall be made by the first day of those months. If Tenant commences use of the Premises in July, the payment shall be made on the date of that commencement, with the amount to be based on the number of use days in the month at the daily rate.

	YEAR	MONTHLY RATE	DAILY RATE
a)	2020	$1,290.00	$42.00
b)	2021	$1,330.00	$43.00
c)	2022	$1,370.00	$44.00
d)	2023*	$1,410.00	$45.00
e)	2024*	$1,450.00	$46.00

(*) In calendar years 2023 and 2024 the Landlord has the option to discontinue this rental agreement for any reason. The Landlord agrees to exercise this option and notify the Tenant by March 1st in each of those years. Failure to provide notice to the Tenant by March 1st shall be considered a forfeiture of the Landlords right to discontinue this rental agreement in that given calendar year.

Electricity: Tenant is responsible for any and all cost including all metered electrical billings.
Water: Tenant is responsible for an initial $400.00 pre-paid temporary water source as well as all subsequent metered billings.

(4) Insurance: Although the Landlord may insure the Premises on its general liability insurance coverage, Tenant shall have no right to or expectation of coverage under any insurance policies of the Township. During periods of occupancy the Tenant shall be required to provide commercial general liability insurance covering all operations including occupancy and/or use of the property with a minimum liability limit of one million dollars per occurrence. It is understood and agreed that the following shall be Additional Insured: The Landlord, including all elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities and their board members, employees and volunteers. It is understood and agreed by naming the Landlord as additional insured, coverage afforded is considered to be primary and any other insurance the Landlord may have in effect shall be considered secondary and/or excess.

(5) Assignment: The Tenant covenants not to assign or transfer this rental agreement or sublet said premises or any part thereof without the written consent of the Landlord. Any assignment, transfer, hypothecation, mortgage or subletting without said written consent shall give the Landlord the right to terminate this rental agreement and to reenter and repossess rented premises.

(6) Use and Occupancy: It is understood and agreed between parties hereto that said premises during the continuance of this rental agreement shall be used and occupied by Tenant only for the retail sale of fresh produce and purposes incidental thereto. The Tenant will not use the premises for any purpose in violation of any law, municipal ordinance or regulation, or its Transient Merchant License from the Township, and that on any breach of this agreement the Landlord may at its option terminate this rental agreement forthwith and reenter and repossess the rented premises.

(7) Tenant to Indemnify: The Tenant agrees to indemnify and hold harmless the Landlord from any liability for damages to any person or property in, on or about said rented premises due to negligence or other actions or omissions of Tenant or its employees, agents, and vendors.

(8) Repairs: The Tenant further covenants and agrees that it will, at its own expense, during the continuation of this agreement, keep the said premises clean and every part thereof in as good repair and at the expiration of the term yield and deliver up the same in like condition as when taken, reasonable use and wear thereof and damage by the elements excepted. The tenant shall not make any alterations, additions or improvements to said premises without the Landlord's written consent. The Tenant agrees to remove all market related items at the end of each use period in a calendar year, as well as, repair or fill in all holes in dirt and/or asphalt from market tent stakes or other market related use.

(9) Reservation: The Landlord shall have the right of inspection of the rented premises and a right of entry onto said rented property when such entry is necessary and incidental to the operation of the Township of Waterford.

(10) The Tenant further acknowledges that it has examined the said rented property prior to signing this rental agreement, and knows the condition thereof, and that no representations as to the condition or state of repairs thereof have been made by the Landlord which are not herein expressed, and the Tenant hereby accepts the rented property in its present condition at the date of the execution of this agreement.

(11) It is further agreed that the Tenant may seek a temporary sign permit from the Waterford Township Development Services Department for all signage used on the property for the duration of this rental agreement.

(12) In case any rent shall be due and unpaid or if default be made in any of the covenants herein contained, or if said rented premises shall be deserted or vacated, then it shall be lawful for the Landlord to reenter and repossess the said premises and to remove and dispose of any property of the Tenant that remains on the premises.

(13) One or more waivers of any covenant or condition by the Landlord shall not be construed as a waiver of a further breach of the same covenant or condition.

(14) Whenever under this agreement, a provision is made for notice of any kind it shall be deemed sufficient notice and service thereof if such notice to the Tenant is in writing addressed to the Tenant at the address in this Agreement or at the rented premises and deposited in the mail with postage prepaid and if such notice to the Landlord is in writing addressed to the address of the Landlord to the Attention of

the Township Supervisor and deposited in the mail with postage prepaid.

IN WITNESS WHEREOF, the parties have signed this Agreement on the dates indicated next to their signatures.

CHARTER TOWNSHIP OF WATERFORD

_____

Gary Wall, Township Supervisor Date

_____

Kimberly F. Markee, Township Clerk Date

R&L PRODUCE BY VAN HOUTTE FARMS, LLC

_____

Rene Van Houtte, Manager/Member Date

_____

Larry Van Houtte, Manager/Member Date

Attached Plot Plan is part of this Agreement

2303 Crescent Lake Rd.

188.1 0 94.04 188.1 Feet

SOURCES: The Charters Township of Waterford and Oakland County, MI. Oakland County parcel data, Updated weekly.

DISCLAIMER: Information depicted hereon is for reference purposes only. It was complied from the best avaliable resources which have varying degrees of accuracy. This map is not a legally recorded map nor a survey and is not intended to be used as such. The Charter Township of Waterford assumes no responsibility for error that arise from this map.

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

WATERFORD TOWNSHIP

5200 Civic Center Drive
Waterford, Michigan 48329-3773
Telephone: (248) 618-6252 Fax: (248) 618-7519
www.twp.waterford.mi.us

Budget Department

Derek Diederich
Township Budget Director
DPW Administrative
Superintendent

Barbara Miller
Assistant Budget Director
Accounting Manager

Arlene Ward
Fiscal and Human Resource
Administrative Assistant

DATE: July 7, 2020

TO: Honorable Waterford Township Board

FROM: Derek Diederich, Budget Director and DPW Administrative Superintendent D. D.
Russell Williams, DPW Director RW
Barb Miller, Assistant Budget Director and Accounting Manger BM

RE: Recommendation to Partial Prepay Oakland-Macomb Interceptor (OMI) Debt Series 2020-A

Waterford Township was recently notified by the Oakland County Water Resource Commissioner's (WRC) Office that Series 2020-A of the Oakland Macomb Interceptor (OMI) Drainage District Assessment Roll was certified in June-2020.

Waterford Township is a member community of the Oakland Macomb Interceptor (OMI) Drainage District. The attached memo from OMI details the sewer project not to exceed $84-million. Waterford's share of this public improvement is estimated at: 7.6159%, or $6,397,356. The memo from OMI, attached here for your convenience, outlines the large rehabilitation of the Northeast Pumping Station (constructed in the 1970's) and 7-miles of 8' to 13' diameter sewer main that will be repaired as well. These assets are considered 'common to all' and Waterford, like the other Oakland and Macomb County Communities outlined in the memo, have been apportioned their respective share. As you know, Waterford does not have a sewer treatment plant so that is why the community belongs to OMI and is financially involved with paying for identified 'downstream' repairs, maintenance and construction.

The recommendation from the authors of this memo is to partially prepay $2-million of the apportioned $6,397,356 dollars. This will help reduce the amount of debt being placed on Waterford's Long Term Debt Schedule, as well as save the Waterford Sewer Rate Payer an estimated ~ $515,768 in interest over the 20-year life of this public debt. We recommend the board authorize the attached resolution approving the recommended $2-million partial prepayment. This resolution needs to be delivered to OMI by July 22, 2020. The funds would need to be transferred to OMI prior to September 1, 2020.

Another item to keep in mind is that since the public debt in this case involves multiple communities, there is only one chance to prepay, unlike a debt that Waterford would

exclusively undertake for its own capital item. The Water-Sewer Enterprise Fund ended 2019 at $18,997,640 in cash and equivalents. 2019 also saw $24,220,161 in annual expenses for the same fund. This equates to a 78% cash and equivalents to annual expenses ratio. Paying down $2-million would bring this same metric to an estimated 70%. An Enterprise Fund similar to Waterford's Water-Sewer Fund having a 75 to 100% Cash to Annual Operating Expenses is considered healthy. As you can see as outlined above, the cash balance has to be tempered with the cost of public infrastructure improvements which are frequently measured in hundred thousand and million dollar increments.

If the Board elects to move forward with this course of action the attached resolution must be approved, certified and sent back to the County no later than July 22, 2020.

Should you have any questions or comments please do not hesitate to contact our offices. Thank you for your time and attention to this matter.

Recommended Board Action(s)

1. **Approve the attached resolution approving the partial prepayment of $2-million towards Waterford Township's apportioned share of the OMI Series 2020-A Debt.**

2. **Forward a copy of the approved Resolution to Waterford's contact at WRC prior to July 22, 2020.**

3. **Release and Transfer the $2-million prepayment to OMI from the (590) Water-Sewer Enterprise Fund prior to September 1, 2020.**

cc. Finance File

Appendix #1

June 22, 2020 Memo from OMI regarding the Series 2020-A Assessment Roll for the Bond Issue not to exceed $84,000,000

Oakland-Macomb Interceptor Drain Drainage District

June 22, 2020

Margaret Birch
Waterford Township
5200 Civic Center Drive
Waterford, MI 48329

Re: Oakland-Macomb Interceptor Drain, Extension and Improvement Project
Assessment Roll No. 1 Series 2020A Bonds Not to Exceed $84,000,000

Dear Treasurer Birch:

The Drainage Board for the Oakland-Macomb Interceptor Drain Drainage District (Drainage District) will soon commence the next construction segment of improvements to the Oakland-Macomb Interceptor Drain (OMID). This next project will replace the electrical and mechanical equipment at the Northeast Sewage Pumping Station and rehabilitate approximately seven miles of the Northeast Interceptor-East Arm sanitary sewer. The cost of this project segment will be up to $84 million that is financed through the issuance of the 2020A bond series. Background related to the formation of the drain and additional detail on the proposed project are included with this letter.

On June 17, 2020, the Drainage Board approved Assessment Roll No. 1 relating to the Series 2020A Bonds for the work described herein, also known as the second segment of the extension and improvement project of the OMID. This letter is presented in accordance with Section 526 of Chapter 21 of the Michigan Drain Code of 1956 ("Drain Code"), as amended, MCL 280.526, which among other things, requires the Chairperson of the Drainage Board to certify the assessment to each public corporation, and allow, should your community determine expedient, to prepay the assessment and avoid interest and finance charges associated with the anticipated 2020 bond issue for this segment. Attached is a copy of the 2020 Assessment Roll No. 1 and certification of the assessment.

Each community has an opportunity to prepay all, or a portion of its assessment before each series of bonds are issued. To prepay your 2020A bond assessment, your board or council will need to adopt a resolution indicating that it would like to prepay their assessment, as well as the amount of the prepayment. This resolution must be provided to the Drainage Board on or before **July 22, 2020**. If your community chooses to not prepay, it will be included in the Series 2020A Bond issue, and your assessment will be collected over twenty (20) years. A template resolution confirming the prepayment of your community's special assessment is attached for your use.

The FY2021 budget that was presented to your community incorporated this anticipated debt service payment. As shown on Figure 1 attached ("Total OMID Charges - Operating and Debt"), the anticipated debt service is offset by the GLWA charge reduction. This reduction was made possible by the renegotiated GLWA agreement in 2019. We continue to be on track to complete the $100 million of critical infrastructure improvements with no net increase to your community's annual charges.

Should you have any questions please contact the following individuals:

- Assessment or the bond issues for this segment, please contact the financial advisor to the Drainage District: Steven Burke, CFA, MFCI, LLC, at 313.782.3011 or email: steveb@MFCI.com.
- Project questions, please contact Brian Baker, Chief Deputy Macomb County Public Works Commissioner at 586.307.8210, or email: brian.baker@macombgov.org; or Joel Brown, P.E., Assistant Chief Engineer, Oakland County Water Resources at 248.858.0958 or email: brownjt@oakgov.com.
- Pre-payment questions, please contact Brian Coburn, Chief Engineer Oakland County Water Resources at 248.452.1022 or coburnbr@oakgov.com and Brian Baker, Chief Deputy Macomb County Public Works Commissioner at 586.307.8210, or email: brian.baker@macombgov.com

The adopted prepayment resolution should be sent to Megan Koss, Esq., Office of the Oakland County Water Resources Commissioner, kossm@oakgov.com; 248.858.1791, One Public Works Drive, Bldg. 95-West, Waterford, MI 48328. Prepayment shall made upon invoice from the Oakland County Fiscal Services, which will be sent on or about August 1, 2020. We anticipate the bond sale on or about August 19, 2020.

Thank you and we look forward to our continued relationship as we proceed with this important project.

Sincerely,

Candice S. Miller

Candice Miller
Macomb County Public Works Commissioner

Jim Nash
Oakland County Water Resources Commissioner

Enclosures

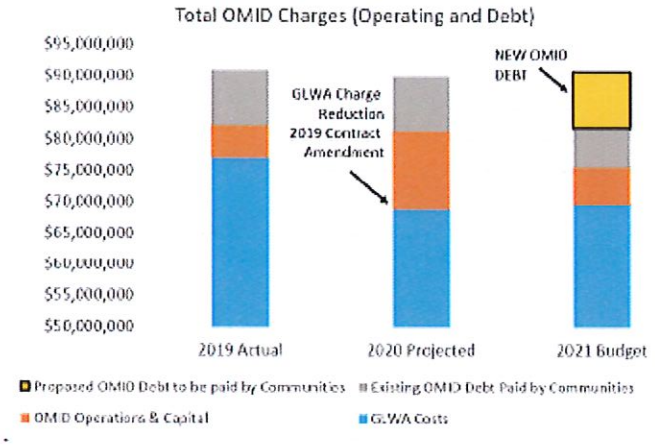


Figure 1.

Drain Background

The terminus of the Drain is located within the City of Detroit and includes the Northeast Sewage Pumping Station located on Outer Drive north of Seven Mile Road. The Drain also includes the North Interceptor East-Arm, a seven-mile 8' to 13' foot diameter sewer extending from the pump station to Gratiot Avenue (collectively the pump station and downstream sewer are referred to as "wastewater facilities"). Please see the attached map.

These wastewater facilities were originally constructed by the City of Detroit in the 1970s and currently serve over 850,000 residents and businesses, including your community, along with 22 other communities located in Macomb and Oakland Counties. The present condition of the wastewater facilities requires significant rehabilitation and improvements, including the extension of the Drain.

In the past, the Detroit Water and Sewerage Department (and now, Great Lakes Water Authority, "GLWA"), would have undertaken the repairs and improvements, along with the day-to-day maintenance and operations of the wastewater facilities, and included them in the rates charged to your community pursuant to a wastewater services contract between the OMID Drainage Board and GLWA. However, in 2019, the wastewater services contract was amended to permit the Drainage District to assume the capital improvement and day-to-day maintenance responsibilities of the wastewater facilities. Under this agreement, GLWA would continue to have operational responsibilities since the NESPS requires careful coordination with the regional system operated by GLWA.

In fiscal year 2018-19 (ending July 1, 2019) the annual charge to the Drainage District (and passed on to each of the communities within the Drainage District) was more than $10.5 million. With the Drainage District's assumption of the capital improvement and day-to-day maintenance responsibilities, and the reduction of the annual GLWA charge for operations (which has been reduced from $10.5 million to $2.1 million per year), we believe that the Project can be undertaken without the necessity of increasing your sewer rates. In other words, we anticipate that the savings associated with the Drainage District performing day-to-day maintenance, and the bonding of the Project, will be enough to result in no significant increases to your rates charged to your sewer customers associated with this Project.

The first segment of the Project was the acquisition and contribution in aid to capital payment to GLWA in the amount of $11,920,000. This was paid with a combination of community prepayments and

the Series 2019 Bond Issue. This Project cost was part of the agreement between the Drainage District and GLWA and has the added benefit of eliminating any prior debt on the wastewater facilities.

Project Description

North Interceptor East Arm

The proposed project includes design and rehabilitation of approximately 1600 lineal feet of lining of the existing 17.5-foot diameter PCI-4 interceptor, lining of approximately 800 lineal feet of the existing 12-foot diameter PCI-19 interceptor.

The project also consists of construction earth retention systems, shafts, gates, manholes, new piping, electrical, control and communication systems. In also consists of related modifications to gain access to the interceptor in the North Interceptor East-Arm and GLWA systems as well as upstream OMID flow control system operations and modifications to facilitate the downstream work. Contracted work also includes various spot repairs and other ancillary work in the North Interceptor East-Arm including the transition point of the and OMID and GLWA systems. Related surface repairs of existing infrastructure to access the underground interceptor will also be needed along with various agreements with other government and private corporations for permitting, access and managing the flow in order to commence the work.

Northeast Sewage Pump Station (NESPS) Repairs

The purpose of the Northeast Sewage Pumping Station (NESPS) Pumping and Electrical Upgrades Project is to improve redundancy and efficiency to the pumping operations at the pump station. This will be achieved through the replacement of the existing pumps, motors, process piping, plumbing, electrical service, transformers, gear, starters, controls, communications, computer, software and all appurtenances to completely rehabilitate the pump station process from service power into the facility to wastewater leaving the facility. Five new pumps that will be approximately 1000 horsepower each will be installed with new discharge piping, controls, valves, actuators and other appurtenances. The station will utilize best management practices with pumping units that are better sized to match the expected flow along with some alternative energy features. Demolition of the old pumps and related piping and electrical gear and service will also be required.

Civil/ Site Work for new drainage, concrete access drive, earthwork, landscaping, lighting, fencing and security features are also included in the project. A new roof for the existing pump station will be required to protect the new equipment inside the facility along with a new electrical building which will allow concurrent operations of the pump station while phasing over to the new system. The new building will include restroom, storage, cleaning and control rooms and office facilities for staff to properly maintain the new assets.

Assessment Roll and Series 2020A Bond Issue

As noted above, attached is a copy of the Assessment Roll No. 1 relating to the Series 2020A Bonds for the second segment of this Project. The second segment involves the design and construction of improvements to the wastewater facilities. The 2020A Bonds will not exceed $84,000,000. The Series 2020A Bonds, are currently scheduled to be sold in August 2020, and close in September 2020. We anticipate third bond issue for an estimated $15,000,000 in or about Summer of 2021.

SPECIAL ASSESSMENT ROLL NO.1 RELATING TO SERIES 2020A BONDS
FOR OAKLAND-MACOMB INTERCEPTOR DRAIN DRAINAGE DISTRICT
(An Inter-County Drain in Oakland County and Macomb County, Michigan)

Total Amount Assessed for the Project Costs:	$ 83,122,142.00
Total Prepayments:	-
Total Project Cost Bonded:	83,122,142.00
Estimated Total Amount to be Assessed for the Financing Costs (Including Underwriter Discount):	877,858.00
Contingency:	-
Total Bond Issue*:	**$ 84,000,000.00**

*Including Financing Costs and Contingency

County of Oakland PUBLIC CORPORATIONS	33.1000% PERCENTAGE OF PROJECT	AMOUNT ASSESSED FOR PROJECT	PREPAID	AMOUNT ASSESSED FOR FINANCING COSTS	AMOUNT ASSESSED FOR BOND ISSUE	33.1000% PERCENTAGE OF BOND ISSUE
City of Auburn Hills	4.9705%	4,131,586.07		43,633.93	4,175,220.00	4.9705%
Independence Township (includes Village of Clarkston)	2.4213%	2,012,636.42		21,255.58	2,033,892.00	2.4213%
City of Lake Angelus	0.0185%	15,377.60		162.40	15,540.00	0.0185%
Village of Lake Orion	0.3409%	283,363.38		2,992.62	286,356.00	0.3409%
Oakland Township	1.0393%	863,888.42		9,123.58	873,012.00	1.0393%
Orion Township	3.1494%	2,617,848.74		27,647.26	2,645,496.00	3.1494%
Oxford Township	1.2468%	1,036,366.87		10,945.13	1,047,312.00	1.2468%
Village of Oxford	0.5928%	492,748.06		5,203.94	497,952.00	0.5928%
City of Rochester	1.9526%	1,623,042.94		17,141.06	1,640,184.00	1.9526%
City of Rochester Hills	8.1106%	6,741,704.45		71,199.55	6,812,904.00	8.1106%
Waterford Township	7.6159%	6,330,499.21		66,856.79	6,397,356.00	7.6159%
West Bloomfield Township	1.6414%	1,364,366.84		14,409.16	1,378,776.00	1.6414%
	33.1000%	27,513,429.00		290,571.00	27,804,000.00	33.1000%

County of Macomb PUBLIC CORPORATIONS	66.9000% PERCENTAGE OF PROJECT	AMOUNT ASSESSED FOR PROJECT	PREPAID	AMOUNT ASSESSED FOR FINANCING COSTS	AMOUNT ASSESSED FOR BOND ISSUE	66.9000% PERCENTAGE OF BOND ISSUE
Chesterfield Township	4.7983%	3,988,449.74		42,122	4,030,572.00	4.7983%
Clinton Township	14.1538%	11,764,941.73		124,250	11,889,192.00	14.1538%
City of Fraser	2.7237%	2,263,997.78		23,910	2,287,908.00	2.7237%
Harrison Township	4.1556%	3,454,223.73		36,480	3,490,704.00	4.1556%
Lenox Township	0.6353%	528,074.97		5,577	533,652.00	0.6353%
Macomb Township	9.4344%	7,842,075.36		82,821	7,924,896.00	9.4344%
Village of New Haven	0.5475%	455,093.73		4,806	459,900.00	0.5475%
Shelby Township	6.6490%	5,526,791.22		58,369	5,585,160.00	6.6490%
City of Sterling Heights	20.8081%	17,296,138.43		182,666	17,478,804.00	20.8081%
City of Utica	1.1036%	917,335.96		9,688	927,024.00	1.1036%
Washington Township	1.8907%	1,571,590.34		16,598	1,588,188.00	1.8907%
	66.9000%	55,608,713.00		587,287.00	56,196,000.00	66.9000%

The foregoing assessment roll was approved by the OMIDD Drainage Board on June 17, 2020.

Michael R. Gregg

Chairperson

Kim Tran

Secretary

We hereby certify the foregoing special assessment roll was prepared in accordance with the directives of the OMIDD Drainage Board and the statutory provisions applicable thereto.

Michael R. Gregg

Chairperson

Kim Tran

Secretary

Candice S. Miller

Drainage Board Member

Appendix #2

Waterford Township Estimated Debt Schedule 'IF' it elects <u>not</u> <u>to</u> Partially Prepay any amount

Schedule '*IF*' Waterford does not Partially Prepay any portion

Oakland-Macomb Interceptor Drainage District
Counties of Oakland and Macomb, State of Michigan
June 17, 2020

Drain Assessment

Public Corporation Assessed:	**Waterford Township**
Total Estimated Cost of the Project:	$83,122,142.00
Percentage of the Project Assessed:	7.6159%
Total Amount of the Project Assessed:	**$6,330,499.21**

Public Corporations may choose to prepay the above amount. Signed resolutions must be returned to the Oakland County Water Resources Commissioner by July 22, 2020. All prepayments must be made by September 1, 2020. See the attached letter for full details.

Estimated Series 2020A Bond Issue Details

Total estimated principal amount of the Bond Issue ($84,000,000), including costs of issuance, to be Assessed if the Project Assessment is NOT prepaid: $6,397,356.00

Estimated Bond Debt Service Schedule:

Principal Due Annually July 1, beginning July 1, 2021

Installment Number	*Fiscal Year ending June 30,*	*Total Estimated Fiscal Year Principal & Interest*
1	2021	54,381.62
2	2022	292,273.49
3	2023	331,127.91
4	2024	330,808.04
5	2025	331,101.25
6	2026	330,859.45
7	2027	421,239.24
8	2028	421,311.59
9	2029	421,132.61
10	2030	421,452.48
11	2031	421,123.09
12	2032	421,281.12
13	2033	421,153.56
14	2034	421,490.56
15	2035	421,144.04
16	2036	421,250.66
17	2037	421,412.50
18	2038	421,618.13
19	2039	421,481.04
20	2040	421,376.32
21	2041	421,292.55
		$ 7,990,311.26

Interest:

Interest on the outstanding principal balance shall accrue at the following estimated rate per annum (total interest cost) payable January 1, 2021 and semi-annually thereafter: 2.25%

Appendix #3

Waterford Township Estimated Debt Schedule 'IF' it elects to Partially Prepay $2-Million

Interest Savings Schedule '*IF*' Waterford Partially Prepays $2-Million

Oakland-Macomb Interceptor Drainage District
Waterford Township - Prepayment Scenario Estimates

ALL DATA ESTIMATED AS OF JUNE 17, 2020

Scenario:	No Prepayment	$2,000,000 Prepayment[1]	Total Debt Service Savings
Est. Bond Issue %:	7.6159%	5.3400%	-
Amount Financed	$ 6,397,356.00	$ 4,378,800.00	$ (2,018,556.00)
Local Unit:	Waterford Township	Waterford Township	Waterford Township
FY 2021	$ 54,381.62	$ 37,362.01	$ 17,019.61
2022	292,273.49	200,500.13	91,773.36
2023	331,127.91	227,084.12	104,043.79
2024	330,808.04	226,852.65	103,955.39
2025	331,101.25	227,040.43	104,060.82
2026	330,859.45	226,861.61	103,997.84
2027	421,239.24	288,706.65	132,532.58
2028	421,311.59	288,734.89	132,576.70
2029	421,132.61	288,590.45	132,542.17
2030	421,452.48	288,786.78	132,665.70
2031	421,123.09	288,538.03	132,585.07
2032	421,281.12	288,622.19	132,658.93
2033	421,153.56	288,510.15	132,643.41
2034	421,490.56	288,715.32	132,775.24
2035	421,144.04	288,451.87	132,692.17
2036	421,250.66	288,497.79	132,752.87
2037	421,412.50	288,580.67	132,831.83
2038	421,618.13	288,692.66	132,925.47
2039	421,481.04	288,569.19	132,911.85
2040	421,376.32	288,466.98	132,909.34
2041	421,292.55	288,378.19	132,914.36
	7,990,311.26	5,474,542.75	2,515,768.51
Est. Interest Cost:	1,592,955.26	1,095,742.75	497,212.51
Est. Total Savings:			$ 515,768.51

[1]Assumes Waterford Township is the only OMID prepayment for the purpose of this analysis. Actual prepayment totals will change the final allocation of financing costs and may reduce the savings.

Appendix #4

Waterford Resolution for Partial Prefunding of OMI Series 2020-A Debt for Sanitary Sewer Improvements

CHARTER TOWNSHIP OF WATERFORD
COUNTY OF OAKLAND, MICHIGAN
RESOLUTION

Action at a regular meeting of the Board of Trustees of the Charter Township of Waterford, County of Oakland, State of Michigan, ("Township" in this Resolution) held in said Township on July 13, 2020, at 6:00 p.m., Eastern Daylight Savings Time.

PRESENT:

ABSENT:

WHEREAS, pursuant to the petitions received by the Charter Township of Waterford, Oakland County, and the City of Sterling Heights, Macomb County (collectively, the "Petitions") requesting the Maintenance, Extension and Improvement of the Oakland-Macomb Interceptor Drain (the "Drain") pursuant to Section 535 of Michigan Public Act 40 of the Public Acts of 1956 ("Drain Code" or Act 40), as amended, MCL §280.535 and filed with the Director of the Michigan Department of Agriculture, proceedings have been carried out by the Augmented Drainage Board and Drainage Board for the Oakland-Macomb Interceptor Drain Drainage District (the "Drainage District") to acquire, finance, construct, improve, and replace certain wastewater facilities (the "Project") as set forth in Attachment A, and said Project having been determined to be necessary for the public health; and,

WHEREAS, on August 21, 2019, the Drainage Board for the Drainage District confirmed and adopted a Final Order of Apportionment and cost of the Project has been apportioned against the following public corporations in the counties of Oakland and Macomb as follows: (in Oakland County) City of Auburn Hills (4.9705%), Independence Township (includes City of Clarkston) (2.4213%), City of Lake Angelus (0.0185%), City of Rochester (1.9526%), City of Rochester Hills (8.1106%), Oakland Township (1.0393%), Orion Township (3.1494%), Oxford Township (1.2468%), Village of Lake Orion (0.3409%), Village of Oxford (0.5928%), Waterford Township (7.6159%), West Bloomfield Township (1.6414%); (in Macomb County) Chesterfield Township (4.7983%), City of Fraser (2.7237%), City of Sterling Heights (20.8080%), City of Utica (1.1036%), Clinton Township (14.1538%), Harrison Township (4.1556%), Lenox Township (0.6353%), Macomb Township (9.4344%), Shelby Township (6.6490%), Village of New Haven (0.5475%), and Washington Township (1.8907%) (the "Public Corporations"); and,

WHEREAS, on June 17, 2020, the Drainage Board approved and adopted Oakland-Macomb Interceptor Drain 2020 Special Assessment Roll No. 1 Relating to Series 2020A Bonds with respect to the costs of the second segment of the Project not to exceed $84,000,000, for the improvements to the Northeast Sewage Pumping Station and North Interceptor East-Arm in accordance with the Final Order of Apportionment; and,

WHEREAS, pursuant to the authorization provided in Section 528 of Chapter 21 of the Drain Code (MCL §280.528), the Drainage Board of the Drainage District expects to provide for the issuance of one or more series of bonds to finance the costs of the Project, and the costs of issuance of such bonds, in anticipation of the collection of

assessments to be made pursuant to the Drain Code, and to pledge the full faith and credit of the Drainage District for the prompt payment of the principal thereof and the interest thereon; and

WHEREAS, such bonds will be payable from the collection of special assessments against the Public Corporations, said special assessments to be duly confirmed as provided in the Drain Code; and

WHEREAS, prior to the issuance of said bonds for the second segment, the Drainage Board has notified the Township, to permit, should the Township determine expedient, to prepay the assessment and avoid interest and finance charges associated with the anticipated Series 2020A Bond issue for this Project segment; and,

WHEREAS, the Drainage Board has requested that the Township adopt a resolution and affirming its intention regarding prepayment of its Series 2020A drain special assessment for this Project segment, and forward same by July 22, 2020, and make that payment of the assessment by September 1, 2020.

WHEREAS, with those time constraints and the understanding that it is permissible, the Township has determined to partially prepay its Series 2020A drain special assessment for this Project segment as provided in this Resolution.

IT IS THEREFORE RESOLVED that the Charter Township of Wateford hereby confirms that it will partially pay $2,000,000.00 of its drain assessment on the Oakland-Macomb Interceptor Drain 2020 Special Assessment Roll No. 1.

IT IS FURTHER RESOLVED that the Township DPW Director is directed to notify the Drainage Board for the Oakland-Macomb Interceptor Drain Drainage District by July 22, 2020, of this Resolution and of the Township's intention to submit the partial payment no later than September 1, 2020.

CERTIFICATION

I hereby certify that this Resolution with its Attachment A on the next page was adopted by the Board of Trustees of the Charter Township of Waterford, County of Oakland, State of Michigan, at a regular meeting held on July 13, 2020.

_____

_____

Date

Kimberly Markee, Township Clerk

ATTACHMENT A

Oakland-Macomb Interceptor Drain

North Interceptor East Arm

The proposed project includes design and rehabilitation of approximately 1600 lineal feet of lining of the existing 17.5-foot diameter PCI-4 interceptor, lining of approximately 800 lineal feet of the existing 12-foot diameter PCI-19 interceptor.

The project also consists of construction earth retention systems, shafts, gates, manholes, new piping, electrical, control and communication systems. In also consists of related modifications to gain access to the interceptor in the North Interceptor East-Arm and GLWA systems as well as upstream OMID flow control system operations and modifications to facilitate the downstream work. Contracted work also includes various spot repairs and other ancillary work in the North Interceptor East-Arm including the transition point of the and OMID and GLWA systems. Related surface repairs of existing infrastructure to access the underground interceptor will also be needed along with various agreements with other government and private corporations for permitting, access and managing the flow in order to commence the work.

Estimated Project Cost: $28,310,000

Northeast Sewage Pump Station (NESPS) Repairs

The purpose of the Northeast Sewage Pumping Station (NESPS) Pumping and Electrical Upgrades Project is to improve redundancy and efficiency to the pumping operations at the pump station. This will be achieved through the replacement of the existing pumps, motors, process piping, plumbing, electrical service, transformers, gear, starters, controls, communications, computer, software and all appurtenances to completely rehabilitate the pump station process from service power into the facility to wastewater leaving the facility. Five new pumps that will be approximately 1000 horsepower each will be installed with new discharge piping, controls, valves, actuators and other appurtenances. The station will utilize best management practices with pumping units that are better sized to match the expected flow along with some alternative energy features. Demolition of the old pumps and related piping and electrical gear and service will also be required.

Civil/ Site Work for new drainage, concrete access drive, earthwork, landscaping, lighting, fencing and security features are also included in the project. A new roof for the existing pump station will be required to protect the new equipment inside the facility along with a new electrical building which will allow concurrent operations of the pump station while phasing over to the new system. The new building will include restroom, storage, cleaning and control rooms and office facilities for staff to properly maintain the new assets.

Estimated Project Cost: $55,690,000

The estimated total project cost is: $84,000,000.

BOARD OF TRUSTEES
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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: July 2, 2020

TO: Honorable Charter Township of Waterford Board of Trustees

FROM: Russell D. Williams, DPW Director RW

RE: Neptune 360 Software

The purpose of this memo is to seek board approval of an upgrade to the DPW's fixed Advanced Metering Infrastructure (AMI) meter reading system. Neptune is the manufacturer of all Waterford Township water service meters (residential and commercial), a township wide fixed radio network for remotely reading individual service meters and the software that conveys that meter data to the utility billing program.

The software that communicates data from customer meters to the utility billing program is the current topic of concern. Neptune Technology Group informed Waterford Township DPW Monday, May 11, 2020 that the existing NSIGHT PLUS server based software and support will be ending December 31, 2020. The next generation of technology is Neptune 360, this Software-as-a-Service (SaaS) solution provides the highest level of security from a 24/7 monitored world-class data center, redundancy and disaster recovery service. With present functionality maintained, additional advantages include: immediate software updates, seamless data sharing across multiple platforms, and remote support staff to interact with township personnel and vendors. Additionally a customer (end users) app for phone or PC is in development to provide additional service to customers in the future.

After reading the information from Neptune, the bottom line is the "End of Life" for support of Waterford Township's current N-Sight program. Waterford Township DPW is at risk of not being able to run utility billing without the continuity of the meter readings to the utility billing system. The NSIGHT PLUS program was a one-time purchase, which required purchasing additional upgrades as they become available. The new Neptune 360 SaaS software has an annual subscription fee based on the quantity of meters in any given system, which includes any upgrades that become available.

Steve Berra, of Ferguson Waterworks, a Board Approved 2020 Single Source Vendor, presented Waterford Township DPW a three-year proposal for Neptune 360, setup and training at a total cost of $114,153.70. This quote includes a 30% discount for year one, and a 15% discount for year two with an approved three year contract.

This purchase will not require a budget amendment as other software upgrades in the 59044-86800 Computer Licensing & Consulting line item have been less than budgeted. Continued subscription fees will be presented in line item 59044-86800 for approval in annual budget review process.

Requested Board Action
Approve Ferguson Waterworks Purchase of Neptune 360, a three-year service, from Account 59044-86800 for a not to exceed value of $114,153.70.
Approve 2020 First Year Subscription Expenditure from Account 59044-86800 to Ferguson Waterworks for Neptune 360, Installation and Training for a not to exceed value of $36,995.13

FERGUSON®

CHARTER TOWNSHIP OF WATERFORD MICHIGAN

June 24, 2020

Waterford Township
5240 Civic Center Dr.
Waterford, MI 48329

Neptune 360 AMI Proposal

Per request, Ferguson Waterworks is appreciative for the opportunity to offer the following proposal good through December 31, 2020:

Neptune 360 AMI Cloud Reading Software:

Annual Software cost	(Year 1, 30% Discount)	1	$29,195.13
Annual Software cost	(Year 2, 15% Discount)	1	$35,451.22
Annual Software cost	(Year 3, std municipal pricing)	1	$41,707.32
Initial Setup Fee Software Setup	Implementation	1	$6,500*
Software and Equipment Training	Implementation	1	$1,300*

Software pricing is locked in for 3 years
Year 1 and Year 2 Discounts only apply with 3-year agreement
*Denotes fee waived with 3-year agreement

We wanted to present a proposal which would provide a reading solution to work seamlessly with existing utility billing software, R450 and R900 meter reading equipment currently in the field. Annual Ferguson Software Support is included in the 3-year pricing.

Key aspects of Neptune Reading Equipment and Software:

- All updates to the software are included in the annual pricing
- Ferguson software support will be provided with annual subscription to Neptune 360 AMI software
- Any missed reads can be picked up by current mobile equipment through a cellular phone or tablet
- Cloud Software removes issues from local install and server maintenance for meter reading

Services Ferguson provides:

- Unmatched ongoing support
- Free implementation and training with 3-year agreement*
- All support is included in the annual pricing for Neptune 360

Thank you for the opportunity to propose the latest AMI software solution. Please let me know if you have any questions or concerns and I would be gladly address them in a timely manner.

Sincerely,

Steven Berra
Ferguson Waterworks
a Neptune Meter Distributor
231-301-5137
Steven.berra@ferguson.com
Software and Equipment Support:
248.397.9083 | neptune@ferguson.zohodesk.com

Williams, Russell

From: Steven.Berra@Ferguson.com
Sent: Monday, May 11, 2020 3:24 PM
To: Diederich, Derek
Cc: Matt.Rizzo@Ferguson.com; Woolcox, Rachel; Fisher, Frank; Williams, Russell; Saffron, Kyle
Subject: Re: End of Support Notice for NSIGHT PLUS

Hi Derek, a Demo would be a very good idea. Your current software runs off of Adobe Flashplayer but IE, Google Chrome, Firefox, etc. decided not to support Flashplayer moving forward at the end of this year and software built with Flashplayer will no longer be able to use. Please provide a few different days/times to schedule a demo with us and we can explain what's going on and how this impacts the meter reading software now and moving forward.

Regards,

Steve Berra
AMI Specialist
Ferguson Waterworks
(231) 301-5137

From: Diederich, Derek <ddiederi@waterfordmi.gov>
Sent: Monday, May 11, 2020 3:07:50 PM
To: Steven Berra <Steven.Berra@Ferguson.com>
Cc: Matthew Rizzo <Matt.Rizzo@Ferguson.com>; Woolcox, Rachel <RWoolcox@Waterfordmi.gov>; Fisher, Frank <FFISHER@waterfordmi.gov>; Williams, Russell <RWilliams@waterfordmi.gov>; Saffron, Kyle <KSaffron@waterfordmi.gov>
Subject: FW: End of Support Notice for NSIGHT PLUS

Steve,

Could you please fill Waterford in on what this means to us. Do we need to schedule a demo? I'd like to get out in front on this considering the importance of meter reading and its relevance to our organization.

Thank you,

Derek Diederich
DPW Admin. Superintendent and Twp. Budget Director
Waterford Township
5240 Civic Center Drive
Waterford, MI 48329

From: Neptune Technology Group Inc. [mailto:marketing@neptune.ccsend.com] **On Behalf Of** Neptune Technology Group Inc.
Sent: Monday, May 11, 2020 10:45 AM

To: Diederich, Derek <ddiederi@waterfordmi.gov>
Subject: End of Support Notice for NSIGHT PLUS

Get Greater Support and Protection with Neptune 360

With the announced end of support and distribution for Adobe Flash, Neptune will no longer be able to support NSIGHT PLUS after December 31, 2020. Don't lose the ability to read your meters. Know that we are here to help you with your transition to Neptune 360 and will ensure your business processes remain uninterrupted.

The cloud-based Neptune 360 data management platform will deliver all of the metering processes you have now, with added features and security. You will no longer need IT support for server installations or upgrades and you can be reassured that your data is safe and accessible to you 24/7.

Start your transition today and avoid future business interruptions.

Neptune® 360™
Data Management Platform

A Product of Neptune Technology Group

NEPTUNE
TECHNOLOGY GROUP

#winyourday

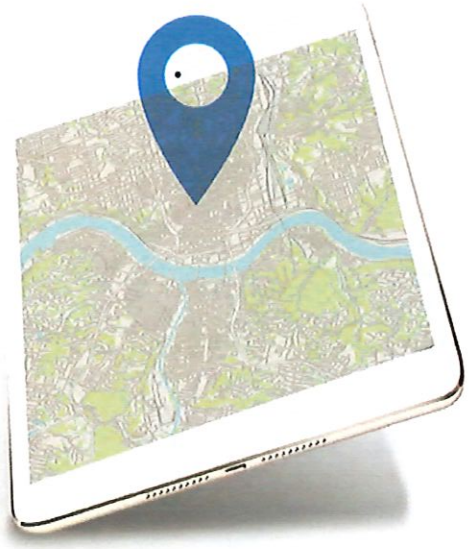
Turn Information into Action

Data is just data unless you can use it effectively. To go beyond basic meter reading and billing, your utility needs tools that provide a deeper understanding of the data you collect to turn it into meaningful information for a Smart Water Network. The Neptune® 360™ data management platform was designed to provide as much data as your utility needs, while helping you make sense of it all — empowering faster, more informed decisions. Analyze data quickly and easily with software tailored for the needs of water utilities.

Putting Your Data in View

Having the data is one thing, seeing the data and making sense of it is another. Neptune 360 delivers an intuitive, user-friendly design, making the data clear and easy to interpret. Examining your entire AMI network using system-wide Key Performance Indicators and geographical views assists with identifying areas of concern and finding ways to maximize operational efficiencies.

Quickly access a dashboard view of your largest water consumers, providing you with information needed to take action. Analysis of individual trends and usage patterns helps resolve customer service calls with confidence. Detailed reporting of consumption activity, potential leaks, and reverse flow will keep you ahead of issues that could impact your utility's revenue.



Lift Your IT Burden with a Cloud-Based Solution

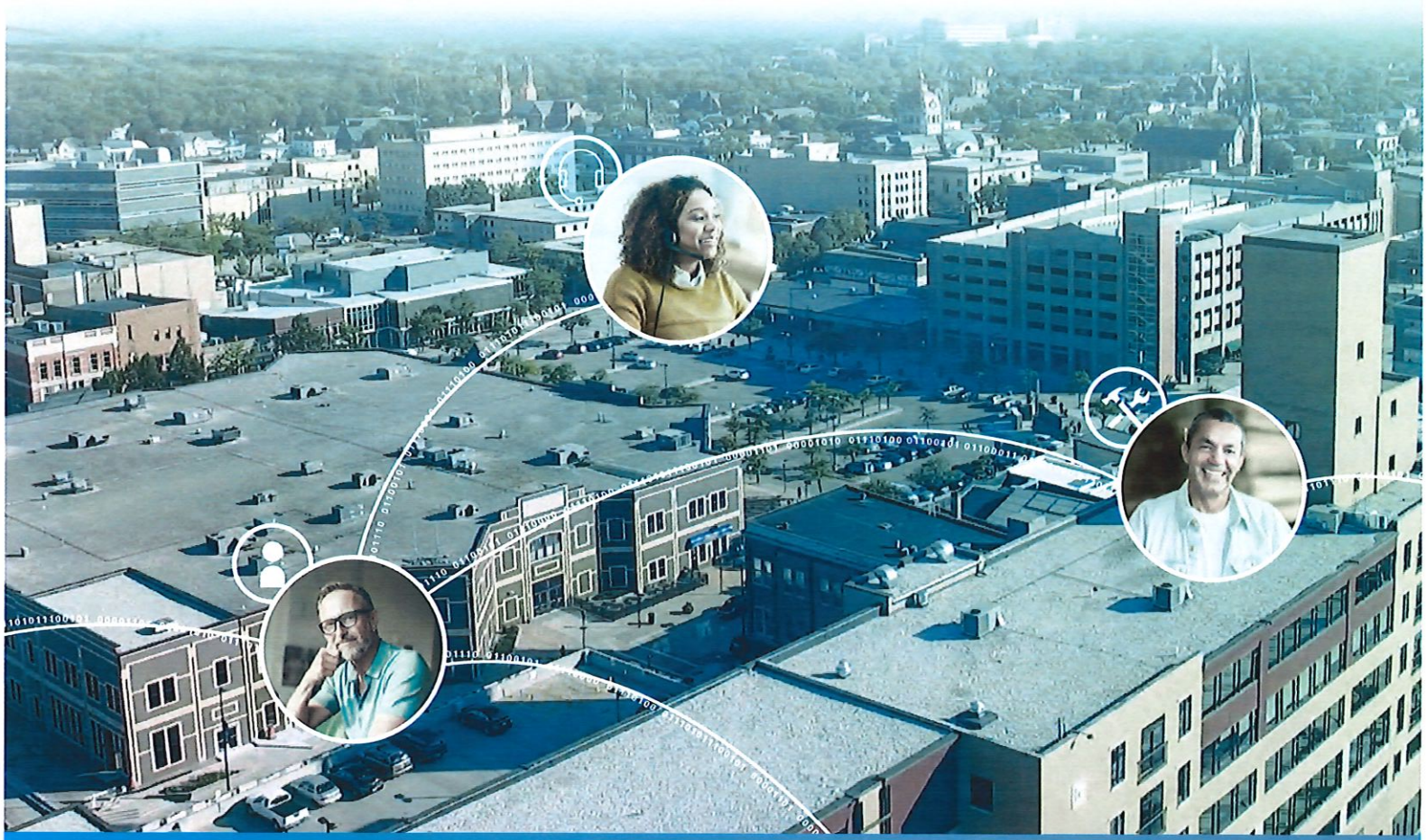
Boost utility efficiency with Neptune 360. No longer install servers or perform upgrades. All that is needed is an Internet browser. Just log on to access anywhere at any time.

A True Sense of Security

Ease your security concerns and stay focused on the business of water. Continuously-monitored Neptune 360 operates from a world-class data center, providing the highest level of security, redundancy, and disaster recovery services.

Share Information Across the Smart Water Network

Your management, maintenance, customer service, water quality, and other departments all need fast, easy access to information. Share and leverage actionable data captured by Neptune 360, empowering collaboration and helping predict impacts on your utility. The platform seamlessly integrates meter data, event data, and alerts directly with third-party work order systems, customer portals, hydraulic modeling applications, and other systems through Application Programming Interfaces (APIs).



An Application that Grows as You Grow

From mobile meter reading today, to moving to an AMI network tomorrow, the same software platform is utilized. Apply trend analysis in rate structure planning and usage initiatives. The modular-based platform makes it easy to turn on new features as your needs evolve, bringing you critical data to proactively plan for tomorrow.

Trust the Data

Data accuracy and dependability matter. By implementing the highest-level architecture, Neptune ensures data integrity with processes and tools to maintain quality from the meter to the platform as part of routine business operation.

NEPTUNE 360™

Analyze and share meaningful data with a platform that empowers utilities. Actionable insights help you achieve your goals and objectives.

METERS MATTER
Stream critical actionable data right into Neptune® 360™.

WALK-BY DATA
Sync collected data easily.

FUTURE PROOF AMI
Connect AMI network data.

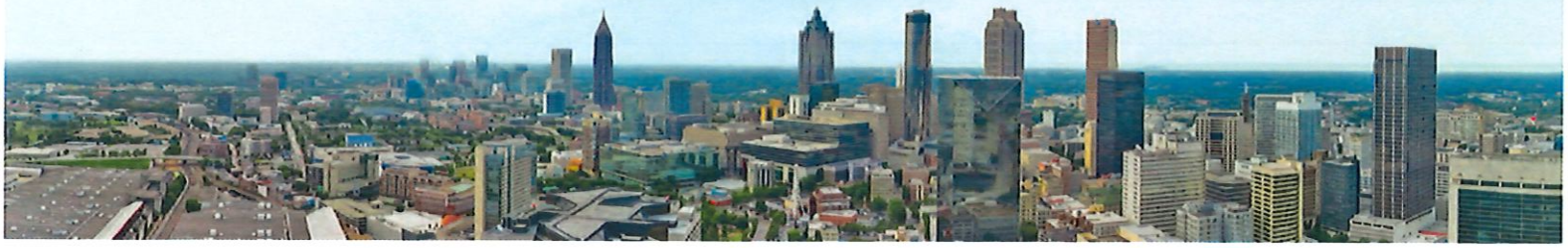
MOBILE
Incorporate mobile data collection.

BRING YOUR OWN DEVICE
Eliminate specialized devices and communicate efficiently.

THIRD-PARTY SOFTWARE
Link data with third-party applications (such as CIS and Esri).

CUSTOMER RELATIONSHIPS
Streamline utility data management and provide exceptional customer service.

+ ACT QUICKLY
+ PLAN FOR THE FUTURE
+ MANAGE GROWTH



Specifications

Neptune 360

- Google Chrome and Microsoft Edge web browsers supported
- When using touch screen monitors, Neptune recommends Microsoft Edge web browser for optimal viewing and performance

Neptune 360 Mobile

Neptune 360 Mobile supports Android, iPhone, and iPad devices running the following operating systems:

- Android:
  - Recommended device manufacturers: Samsung, Nexus, or Motorola
  - Supported OS Versions: 5.1 – 10
- iOS:
  - Versions 10.3.1 – 13

Neptune 360 Sync

Neptune 360 supports the use of Trimble Nomad 900B, 1050B, 1050LE, and Trimble Ranger 3XE Handheld through the use of Neptune 360 Sync. Supported operating systems for Neptune 360 Sync:

- Windows 7 Professional and Enterprise
- Windows 8 Professional and Enterprise
- Windows 10 Professional and Enterprise

Minimum computer requirements for running Neptune 360 Sync:

- Processor: Intel® Core™ 2 Duo 2-gigahertz (GHz) or faster processor
- Memory: 4 gigabytes (GB) of RAM
- Hard disk drive: at least 1.5 GB of available space on the hard disk

Neptune® 360™ Mobile

Neptune 360 Mobile provides direct communication via wireless from the field without the need to bring your mobile device back into the office, yielding data on demand for more efficient customer service. Other application capabilities include RF Test, Off-Cycle Read, and Data Log to capture 96 days of hourly historical consumption — addressing customer issues faster.

96

days of hourly historical consumption

Bring Your Own Device to Field Operations

Save money and time with Neptune 360 Mobile — use your utility's existing Android or iOS cell phones or tablet devices to perform meter reading. Pair with an R900® Belt Clip Transceiver or MRX920™ Mobile Data Collector and expand your field device options when performing re-reads, reading monthly routes or even responding to high water bill complaints.

Neptune® 360™ Benefits

- Neptune-managed system with no installation required
- Cloud-based solution in a world-class data center with the highest level of security and disaster recovery/redundancy
- 24/7 software system monitoring
- Retain data ownership in a system designed exclusively for water utilities
- Integrate and access Data Analytics across departments — helping your utility achieve goals and objectives
- Identify potential leaks, excessive consumption, and reverse flow to proactively resolve issues faster
- Migrate easily from mobile to fixed network
- Aid Non-Revenue Water reduction, conservation, and rate planning
- A single platform across devices that can be accessed anywhere at any time

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neptunetg.com
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Neptune Technology Group
1600 Alabama Highway 229
Tallassee, AL 36078
800-633-8754 f 334-283-7293

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Water & Sewer Superintendent
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Facilities & Operations Superintendent
Derek Diederich
Administrative Superintendent
Frank Fisher
Engineering Superintendent

DATE: July 7, 2020

TO: Honorable Charter Township of Waterford Board of Trustees

FROM: Russell D. Williams, DPW Director

RE: Great Lakes Water Authority (GLWA) Water Residential Assistance Program (WRAP)

Waterford Township DPW as a Wholesale Customer of the Great Lakes Water Authority (GLWA) is eligible to participate in the Water Residential Assistance Program (WRAP).

After several months of correspondence and comprehensive consideration, the Waterford Township DPW, working directly with Mr. Gary Dovre, Waterford Township Attorney, and GLWA have come to an agreement that will allow our residents to participate in WRAP Option 2.

This program will help residents who have limited resources with their water/sewer bill and some minor plumbing repairs. Participation in WRAP will require additional administrative responsibilities for the DPW staff, but will ultimately provide assistance for Waterford Township residents in need.

Requested Board Action

Approve the Community Action Alliance WRAP Memorandum of Agreement Between Charter Township of Waterford and Community Action Alliance Member: Oakland Livingston Human Services Agency (OLHSA) and Community Action Alliance Project Administrator: Wayne Metropolitan Community Action Agency (Wayne Metro).

GARY L. DOVRE
gdovre@rsjalaw.com

27555 Executive Drive, Suite 250
Farmington Hills, Michigan 48331
P 248.489.4100 | F 248.489.1726
rsjalaw.com

ROSATI | SCHULTZ
JOPPICH | AMTSBUECHLER

July 6, 2020

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

RE: Proposed Memorandum of Agreement

Dear Township Board Members:

Last fall the Township was approached regarding its interest in participating in a Water Residential Assistance Program (WRAP) funded by/through the Great Lakes Water Authority. A letter with attachments and flyer explaining that program are provided with this letter. To participate requires the Township to enter into the attached Memorandum of Agreement (MOA) with OLHSA and the Wayne Metropolitan Community Action Agency (WMCAA).

The MOA being presented for your possible approval reflects changes that I requested to the standard template that OLSHA/WMCAA presented to start with. Basically, under the WRAP program, eligible participants receive up to $300 per year in financial assistance toward their water/sewer bills that is paid on their behalf to the Township. They have to pay whatever is not covered by those assistance payments. While someone is on the program, water shut-offs are not allowed and the Township is to waive late payment penalties (something that we would do with a Resolution at a future meeting.) The MOA is for Option 2 of the WRAP program, which does not prohibit placement of delinquencies on the tax roll (Option 1 did that and was not recommended by the DPW.

I will defer to the DPW for its thoughts. I do understand that participating in the WRAP program would create additional administrative work for the DPW. Nevertheless, if you are satisfied with the MOA and benefits of this program to at least some of the Township's water and sewer customers, a **motion to approve and authorize the Supervisor to sign the Water Residential Assistance Program Memorandum of Agreement with the Oakland Livingston Human Services Agency and Wayne Metropolitan Community Action Agency would be the appropriate action.**

Very truly yours,

Gary L. Dovre

cc: Russ Williams
Derek Diederich

Memorandum of Agreement
Between

Wholesale Customer: Charter Township of Waterford 5200 Civic Center Drive Waterford, MI 48329	Community Action Alliance Member: Oakland Livingston Human Services Agency(OLHSA)
	Community Action Alliance Project Administrator: Wayne Metropolitan Community Action Agency (Wayne Metro) 7310 Woodward Ave. Suite 800 Detroit MI 48202

Project: The Water Residential Assistance Program ("WRAP") is a universal service delivery model to help residential customers of the Great Lakes Water Authority access water and sewer bill payment assistance, water conservation measures, and navigate resources and supports on a pathway toward self-sufficiency.

Duration: Oakland Livingston Human Services Agency (OLHSA/CA Member) and Wayne Metro Community Action Agency (CA Project Administrator) are entering into this Memorandum of Agreement (MOA) with the Charter Township of Waterford, a Michigan municipal corporation, ("**Wholesale Customer" Township**) effective on the date this MOA is fully signed until the parties agree in writing to terminate or any party terminates with 30 days' written notice to the other parties pertaining to the WRAP program (the Project) operated by the CA Alliance Member and Wayne Metro CAA (CA Project Administrator).

Wholesale Customer agrees to:

- Understand and accept the WRAP Universal Service Delivery Model Design **Option 2.** (Attached hereto as Attachment A and made a part of this Agreement.)
- Provide to WRAP CA Alliance Member and CA Project Administrator a main point of contact who will be responsible for:
    - Receive and review reports of enrolled WRAP residents on a regular basis.
    - Receive and respond to CA Member and/or CA Project Administrator questions regarding individual WRAP residential customer cases on an as needed basis.
    - Act as liaison to Wholesale Customer billing department regarding payments made by CA Alliance Member and/or CA Project Administrator.

    - Attend WRAP Wholesale Customer meetings held by CA Project Administrator.
    - Waive penalties for enrolled WRAP participants.
    - Stop pending shutoffs once resident appointment confirmation is received from CA Alliance Member to Wholesale Customer.
    - For Residents for whom water has been shut off, it is understood by the parties that Resident is solely responsible for payment of applicable turn on/turn off fees.
    - Other protocols as deemed mutually agreeable in writing between both parties:
- Provide CA Alliance Member and CA Project Administrator access, to past customer billing history, previous or current enrollment in payment plans, previous or current enrollment in Wholesale assistance plans, and/or customer alerts.
- Engage with CA Alliance Member and CA Project Administrator in shared WRAP marketing and outreach activities to residential customers in Wholesale Customer's community.

Wayne Metro Community Action Agency (CA Project Administrator) and OLHSA (CA Member) agree to:

- Provide a Single Service Point of Entry for GLWA regional residents to the WRAP Program; all calls will be processed through a dedicated telephone number- (313) 386-WRAP (9727) and via online Program Request Form.
- Pre-screen WRAP applicants for program eligibility and schedule residents for intake appointments based on pre-screening at time of call.
- Schedule intake appointments at CA Member Service Center accessible to residents.
- Inform and secure WRAP program client agreement that outlines client expectations and responsibilities. (WRAP Client Agreement).
- Provide an appeal process. **(SEE ATTACHMENT A)**
- Refer eligible residents with water usage at or above 120% of normal usage for Home Water Conservation audit.
- Conduct Home Water Audit and perform minor home plumbing repairs eligible within scope of project.
- Provide a main point of contact to the Wholesale Customer who will :
    - Provide reports of enrolled WRAP residents on a regular basis.
    - Report to Wholesale Customer at mutually agreed upon intervals on payment status of enrolled WRAP residential customers via electronic report.
    - Send batched bill credit payments (based on $25 per month, bi-monthly or quarterly) to Wholesale Customer by the 21st day of the month for enrolled residents verified as in good standing with WRAP. Payment information will include: name, address, and account number.
    - Provide reports of WRAP residents who exit and/or are terminated from the program.
    - Act as liaison to Wholesale Customer regarding the WRAP Program.

- Engage with Wholesale Customer in shared marketing and outreach activities around WRAP to residential customers.
- Terminate and remove WRAP participants who do not comply with the WRAP Client Contract.

- Collect and maintain program data, including but not limited to:
  - Scheduled appointments of residents residing in Wholesale Customer Community.
  - Status of enrolled residents in WRAP from Wholesale Customer Community receiving bill payment assistance and home water conservation audits.
  - Reconciliation of total assistance paid to Wholesale Customer including bill payment plan assistance, amount of arrearages paid (total and average).
  - Number of households assisted.

Governmental Immunity: Nothing in this MOA shall be construed as a waiver of immunity to which the parties are entitled under Michigan's Governmental Tort Liability Act or decisional law.

Notices: All notices, requests, demands or other communications hereunder shall be in writing and deemed given (a) when delivered personally or on the day said communication is sent by registered or certified mail, return receipt requested, postage prepaid, or (c) on the next business day after notice is sent by facsimile, electronic mail or pdf, or (d) on the day said communication is deposited with a nationally recognized overnight courier service, as the case may be, as follows:

If to Township:

Charter Township of Waterford
Supervisor
5200 Civic Center Drive
Waterford, MI 48329

With copies to:

Waterford Township DPW
Attn: Director
5240 Civic Center Drive
Waterford, MI 48329

Waterford Township DPW
Attn: Administrative Supeintendent
5240 Civic Center Drive
Waterford, MI 48329

If to: CA Member:

Oakland Livingston Human Service Agency Attn:
(OLHSA)
196 Cesar E Chavez
Pontiac, MI 48343

AND

Copy to:

Michele Robinson
Executive Director - Basic Needs
Wayne Metropolitan Community Action Agency
7310 Woodward Ave., Suite 800
Detroit, MI 48202

Termination: This MOA shall be in effect until terminated by written agreement or any party terminates with 30 days written notice to the other parties. Should a party issue Notice of Termination, the parties agree that residents(clients) enrolled in WRAP prior and up to the

date of written notice will continue to receive WRAP assistance until the24 months of resident enrollment is completed or resident(client) termination.

Modifications: This MOA may be amended upon written approval of the parties at any time. No agent of the Township shall have power to revoke, alter, enlarge or relax the stipulations or requirements of this Agreement, without the prior formal written authorization to do so, by ordinance, resolution or official action of the Township Board of Trustees.

Venue and Choice of Law: The Parties concur that any dispute concerning the interpretation of this Agreement shall be brought in the applicable state court located in the County of Wayne, Michigan, and that Michigan law shall control.

Counterparts: This Agreement may be executed and delivered in any number of counterparts, each of which so executed and delivered shall be deemed to be an original and all of which shall constitute one and the same instrument. A party may deliver executed signature pages to this Agreement by facsimile transmission or electronic mail to the other party, which facsimile or electronic copies shall be deemed to be an original executed signature page binding on the party that so delivered the executed signature page by facsimile or electronic mail.

Severability: If any term or portion of this Agreement, or the application thereof, to any person or circumstance shall, to any extent, judicially be determined to be invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is invalid or unenforceable, shall not be affected thereby, and each provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

Signed for OLHSA:

_____ _____
Date

Signed for Wayne Metro Community Action Agency

_____ _____
Date

Signed for Charter Township of Waterford:

_____ _____
Gary D. Wall, Supervisor Date

Attachment A
Option 2

Water Residential Assistance Program (WRAP) Components

Residential Assistance- Water Bill Payment Plan (All references in this Attachment A to water bills shall mean water and sewer bills.)

- Maximum assistance per resident- $300 annually
  - Water bill payment plan assistance consists of $300 annual bill credit ($25 per month for 12 months) for residents who are verified as staying current on regular bill payments (per billing cycles).
  - Additional assistance via other CA Alliance Member funding sources may be leveraged with WRAP based on client eligibility and fund availability.
  - On-going case management will be provided to ensure client success in the WRAP program and to build other self-sufficiency supports.
  - Wholesale customers (i.e. City municipalities billing for GLWA water and/or sewer) will be engaged in regular communication and processing with CA Alliance Member agencies to monitor customer success in the WRAP program and track payment history.
  - Participants can remain in the program for up to 24 months. Participants must re-apply annually.
  - Participants who are Senior Citizens or Disabled can remain in the program without term date, provided they re-certify for the program annually.
  - Participants who have been terminated from the program may request an appeal within 10 days of notification of termination. Participants may be granted an appeal if extenuating circumstances exist and the participant is able to pay the past due monthly charges (minus arrears at the time of enrollment) within 30 days of the appeal decision. Review and decision is at the discretion of the CA Alliance Member and/or Project Administrator. Notice of the decision will be provided to Wholesale Customer.

Residential Assistance- Home Water Audit Conservation

- Households presenting at intake with documented water usage above 120% of average usage will be referred for a Home Water Conservation audit, as performed by CA Alliance Member and/or Project Administrator.
- Households can receive up to an average of $1,500 per household for water conservation and minor home plumbing repairs. This is a one-time allowance.
- Conservation measures and simple leak repairs will be completed during the In-Home Water Audit. Minor plumbing repair and toilet replacement will be referred for a follow-up appointment. Minor Plumbing Repairs will be completed by licensed plumbers following all applicable permitting laws.

- **Eligible WRAP measures may include:**
    - Faucets (Kitchen and Bathroom)
    - Faucet aerators
    - Faucets (Outdoors)
    - Spigot protectors
    - Low-flow toilets
    - Low-flow showerheads
    - Hose bib leaks (outdoor)
    - Pipe joint leaks (if easily accessible)

- **Items not covered through WRAP:**
    - Emergency Repairs
    - Plumbing that involves sewer/wastewater work
    - Garbage disposals
    - Dish washing machines
    - Washing machines
    - Repairs behind walls or underground
    - Repairs in areas that pose a risk to contractors due to environmental hazards or structural deficiencies
    - Sump Pumps
    - Irrigation Systems

WRAP Resident Eligibility Guidelines:

- Income-eligibility at 200% FPL or below based on a 30 day look back from date of application.
- Bill must be in client/"tenant" name.
- Client must provide reasonable proof that they reside in the home.
- Proof of homeownership; If renter, Landlord written approval required inorder to enroll in conservation program. *
- Must have income source.
- Account holder must attend appointment. (in-person, telephonic, virtual or online)
- Shut off notice is not required.
- Bill does not have to be past due.
- For bill payment assistance, client participation in other education/trainings is not mandatory.
- Subsidized housing participants are eligible for assistance.

* Eligibility may be based on non-owner-occupied registration with Wholesale Customer community.

COMMUNITY ACTION ALLIANCE

WRAP

Water Residential Assistance Program

GLWA
Great Lakes Water Authority

WRAP funding is made possible by the Great Lakes Water Authority

PROGRAM BENEFITS

- Assistance **up to $1,000** per household.
- $25 monthly bill credit and help with arrears. First arrearage payment of up to $350 made at initial enrollment.
- Home water audit & minor plumbing repairs **up to $1,000** for homeowners above 120% of average usage.
- Water saving kits and consumer training classes.
- Supportive WRAP-Around Services.
- Continuous enrollment for eligible households.

WRAP PARTICIPANT QUALIFICATIONS

- *Have income at or below 150% of poverty threshold*
- *Provide proof of residency and income*
- *Provide renter's proof of responsibility for water on lease*
- *Stay current on monthly bill payment*

CALL: 313.386.WRAP (9727)

or visit www.waynemetro.org/WRAP

Genesee County CARD Community Action Resource Department

Wayne Metropolitan Community Action Agency

Macomb County Michigan 1818

LHSA A Community Action Agency

MCOP

COMMUNITY ACTION ALLIANCE WRAP PROGRAM

Community Action Alliance will deliver WRAP through our **Empowerment Pathway Model** - a custom designed service plan to help residential customers in the Great Lakes Water Authority ervice area to access bill assistance, water conservation measures, and navigate resources and WRAP-around supports on a pathway toward self-sufficiency.

HOUSEHOLD INCOME ELIGIBILITY FOR WRAP IS 150% OF POVERTY:

HOUSEHOLD MEMBERS	HOUSEHOLD INCOME
1	$18,735
2	$25,365
3	$31,995
4	$38,625
5	$45,255
6	$51,885
7	$58,515
8	$65,145
9	$71,775
10	$78,405

WRAP's mission is to administer the distribution of WRAP funding to eligible, low-income households in GLWA service areas with a vision to create a transformative water utility assistance program focusing on bill assistance, conservation, and self-sufficiency initiatives.

CALL: 313.386.WRAP (9727)

or visit www.waynemetro.org/WRAP

** City of Detroit residents who are not eligible for WRAP assistance can enroll in the DWSD 10/30/50 Payment Plan. The plan allows for customers to pay down arrears by spreading them across future payments. For more information please call 313.267.8000 or visit www.detroitmi.gov/dwsd.*

Office of the Chief Executive
735 Randolph Street, Suite 1900
Detroit, Michigan 48226

June 6, 2017

Dear Member Communities:

Re: Water Residential Assistance Program (WRAP) Opportunities

As water service providers, our focus is on reliably delivering water of unquestionable quality. Supporting households that are struggling to keep up with their water bills and performing minor plumbing repairs has not traditionally been within our reach. It was not until WRAP was created, as part of the formation of the Great Lakes Water Authority (GLWA), that a robust program with sustainable financial resources for broader distribution was available.

During its first year, WRAP supported more than 4,100 households in 60 participating communities through bill payment and arrearage assistance, home water audits and minor plumbing repairs. The impact the program had on these households was significant – the average assistance received per household was $775 and 1,890 water shutoffs were avoided. Equally important, home water auditors helped recipients better understand their home water usage so they can manage future usage and bill payment in a sustainable manner.

As WRAP begins its second year of assistance, GLWA is reaching out to member communities to join the program if they have not already done so, or to add a new available option if they already participate. The program has been expanded to include home audits and minor plumbing repairs for eligible households that have above-average water usage but are not behind on their bills. Replacement of kitchen and bathroom faucets that are not "lead-free" are now eligible as minor repairs. The enclosed brochure highlights the results of WRAP's first year of operation, and describes the different participation options available for your community. A list of current member community participants, as well as household eligibility requirements are also included.

All GLWA water and wastewater member communities are eligible to participate in WRAP. This first-of-its-kind program in Michigan is setting a standard for transformative water utility assistance programs. Participation in WRAP demonstrates our joint commitment to reliably delivering water of unquestionable quality and building healthy communities.

We encourage you to sign up for WRAP and share the WRAP Public Service Announcement (https://youtu.be/ZQ07NSUl2uw) with your cable station.

Sincerely yours,

Sue F. McCormick
Chief Executive Officer

Attachments

JOIN WRAP TO SUPPORT HOUSEHOLDS IN YOUR COMMUNITY

COMMUNITY ACTION ALLIANCE
WRAP
Water Residential Assistance Program

WRAP (Water Residential Assistance Program) was established as a result of the historic agreement that created the Great Lakes Water Authority (GLWA) in 2015. The program is a hallmark of regional collaboration to assist low-income households with water and sewer bills and encourage water use efficiency in the communities that GLWA serves. Launched on March 1, 2016, WRAP is the first program of its kind in Michigan and one of a few sustainable assistance plans in the country.

WRAP was designed by a team of Advisory Group members including representatives of agencies from Macomb, Oakland, and Wayne Counties, and Community Action Agencies in the GLWA service area. The program continues to evolve to better serve the varied needs of our member communities.

GLWA budgets 0.5% of its operating revenue for the program annually, which totalled $4.5 million for the first year. Day-to-day program operations are coordinated for GLWA by its contractual partner, Wayne Metropolitan Community Action Agency. All GLWA member communities are encouraged to participate in WRAP to offer assistance to eligible residents.

According to Sue F. McCormick, GLWA CEO, "We're continuing to look at ensuring the program provides value in every community. I strongly encourage GLWA member communities to look at the success stories we've had and to examine how this program can benefit the constituents in their communities. Join us in extending this benefit to your constituents."

First Year Impacts

March 1, 2016 - February 28, 2017

During WRAP's first year, more than 4,100 households in southeast Michigan received some level of water services assistance. The adjacent infographic depicts the results of home audits and repairs completed, as well as bill payment and arrearage assistance provided. WRAP funds committed during the first year totalled more than $3.9 million.

FUNDS COMMITTED DURING FIRST YEAR

$1,181,902	+	$2,000,857	+	$746,909	=	$3,929,668
Billing Assistance		Arrearage Assistance		Home Audits + Repairs		Total

BILL PAYMENT AND ARREARAGE ASSISTANCE

60 PARTICIPATING COMMUNITIES	**4,106** HOUSEHOLDS ENROLLED
$775 AVERAGE ASSISTANCE PER HOUSEHOLD	**1,890** WATER SHUTOFFS AVOIDED

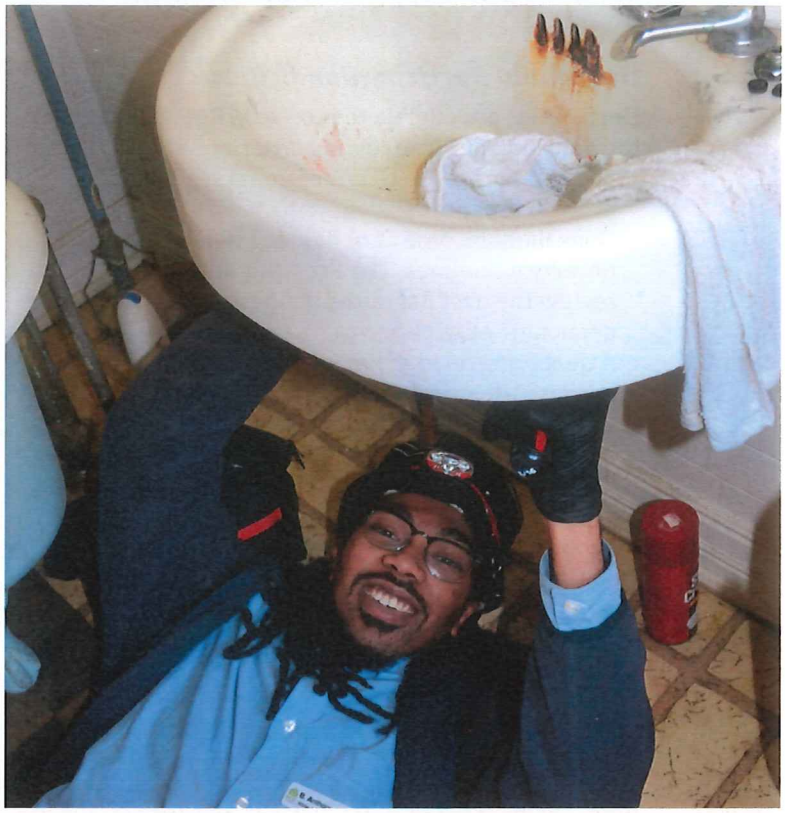
HOME AUDITS AND MINOR PLUMBING REPAIRS

842 HOME AUDITS COMPLETED	**$559** AVERAGE SAVINGS PER HOME FROM PLUMBING REPAIRS
3.9 AVERAGE CONSERVATION MEASURES INSTALLED PER HOME	**1.8** AVERAGE PLUMBING REPAIRS PER HOME MADE IN AUDIT

During its first year, WRAP focused on getting households back on track to manage payments and water usage. Processes developed for payment assistance and home audits have laid a solid foundation for expanding the program to reach its planned potential.

GLWA
Great Lakes Water Authority

WRAP's mission is to administer the distribution of WRAP funding to eligible, low-income households in GLWA's regional system with a vision to create a transformative water utility assistance program focusing on bill assistance, conservation and self-sufficiency initiatives. Three program options are available for GLWA member communities:



OPTION 1

- One-time home water audit for households above 120% average water usage
- Minor plumbing repairs (up to $1,000 per household)
- Monthly bill credits (up to $300 per year)
- Arrearage assistance (up to $700 per year)

OPTION 2

- One-time home water audit for households above 120% average water usage
- Minor plumbing repairs (up to $1,000 per household)
- Monthly bill credits (up to $300 per year)

OPTION 3

- One-time home water audit for households above 120% average water usage
- Minor plumbing repairs (up to $1,000 per household)

Program Eligibility

All GLWA water and wastewater member communities are eligible to apply for WRAP assistance.

Household Participation Criteria

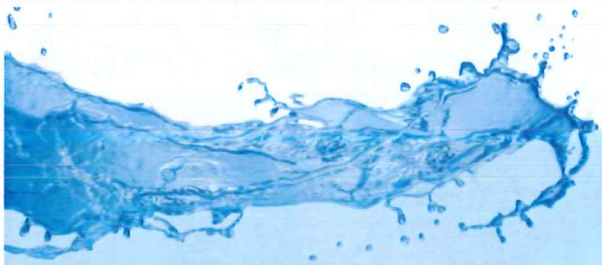
Households are eligible to receive WRAP assistance if they meet all of the following criteria:

- Located within the GLWA regional system and provide proof of residency;
- Household income at or below 150% of federal poverty guidelines. The Program Administrator will review the past 3 months of household income to determine eligibility;
- A qualifying head of household must provide appropriate proof of identity for all members of the household 18 years and older;
- A payment toward the account balance of at least 5% of the amount owed or $50, whichever is lower, must be paid within the last 90 days;
- Proof of responsibility for water bill.

Households can participate in WRAP for up to 2 years provided all eligibility criteria are met.

Program Options Meet Varied Levels of Need

WRAP provides direct assistance with bill payment and arrearages, as well as funds for home water conservation audits and fixture repairs and replacements to conserve system resources and reduce future household water bills. Three options are available (see page 2) with different benefits as described in the chart below. All options include a home water audit and minor plumbing repairs. Only households with above 120% of average water usage are eligible for home water audits and minor plumbing repairs.



"The WRAP program has provided an efficient, effective means to assist qualified customers in making payments and reducing arrearages on their water and sewer accounts. The effort required from the City has been minimal, and has yielded good results."

Coline Coleman, Chief Accountant
City of Livonia

"We've had more interest in the program than we anticipated. The availability of WRAP is very much appreciated by the City's participants."

Karen Mondora, Director of Public Services
City of Farmington Hills

PROGRAM BENEFITS FOR HOUSEHOLDS	Owner Occupied	Renter Occupied
One-time home water audit for households above 120% of average water usage.	✓	
Minor plumbing repairs up to $1,000 per household to fix minor plumbing issues, identified in audit, leading to high water usage (finding and fixing leaks, upgrading water-using fixtures[1]) and/or minor lead replacement assistance.	✓	
$25 monthly bill credits up to $300 per year in assistance. Applicable as long as client continues to pay all current monthly/quarterly charges. (Enrollees are eligible for second year monthly bill credits up to an additional $300.)	✓	✓
Arrearage assistance up to $700 to be paid 50% (up to $350) after six months in the program, and 50% (up to $350) after one year. (Enrollees are eligible for second year arrearage assistance up to an additional $700.)	✓	✓

[1]*Conservation measures, many fixture upgrades, and many repairs, such as toilet flapper repair or faucet washer repair, are completed during the home water audit by an EcoWorks Auditor. More complex repairs are contracted out to a licensed plumbing company.*

WRAP Participation Process for GLWA Member Communities

Participating in WRAP is easy. Contact the Community Action Agency serving your community and they will guide you through the 5-Step Implementation Process shown below. It's a simple process that can provide great benefit to qualified households in your community.

STEP 1 Contact the Community Action Agency (CAA) serving your community

STEP 2 Choose the program option(s) that best fit your community's needs

STEP 3 Sign a Memorandum of Agreement

STEP 4 Respond to a monthly missed payment report from your CAA representative

STEP 5 Municipalities invoice the CAA. CAAs provide monthly reports to Wayne Metro Grants Management for reimbursement/ payment of authorized bill and arrearage payments.

COMMUNITY ACTION AGENCIES

City of Detroit and Wayne County
Alicia Ramon, Chief Programs Officer - Basic Needs
Wayne Metropolitan Community Action Agency
(313) 324-7950 • aramon@waynemetro.org

Lapeer, Macomb and St. Clair Counties
Julie Hintz, Program Manager
Macomb Community Action
(586) 469-5913 • Julie.Hintz@macombgov.org

Monroe County
Stephanie Kasprzak, Executive Director
Monroe County Opportunity Program
(734) 241-2775 ext. 206 • skasprzak1140@gmail.com

Oakland and Washtenaw Counties
Dayna Swindell, Community and Energy Services Dir.
Oakland Livingston Human Service Agency
(248) 209-2791 • daynas@olhsa.org

Additional Resources

www.glwater.org
www.waynemetro.org/wrap
Wrap: A Story of Success Video (https://youtu.be/CVa9YX8z16M)

PUBLICATION DATE: JUNE 6, 2017

GLWA MEMBER COMMUNITY PARTICIPATION IN WRAP

COMMUNITY ACTION ALLIANCE
WRAP
Water Residential Assistance Program

All GLWA member communities are encouraged to participate in WRAP (Water Residential Assistance Program). The program assists low-income households with water and sewer bills and promotes water use efficiency. This list indicates each GLWA member community's current program enrollment status, and the Community Action Agency responsible for administering WRAP assistance.

MEMBER COMMUNITY	OPTION 1	OPTION 2	OPTION 3	COMMUNITY ACTION AGENCY
Allen Park	✓			Wayne Metro
Almont Village		✓		MCA
Ash Township	✓			MCOP
Auburn Hills				OLHSA
Augusta Township				OLHSA
Belleville				Wayne Metro
Berkley				OLHSA
Berlin Township				MCOP
Beverly Hills	✓			OLHSA
Bingham Farms	✓			OLHSA
Birmingham	✓			OLHSA
Bloomfield Hills				OLHSA
Bloomfield Township				OLHSA
Brownstown Township	✓			Wayne Metro
Burtchville Township				MCA
Canton Township	✓			Wayne Metro
Center Line	✓			MCA
Chesterfield Township	✓			MCA
Clawson	✓			OLHSA
Clinton Township		✓		MCA
Commerce Township	✓			OLHSA
Dearborn	✓			Wayne Metro
Dearborn Heights	✓			Wayne Metro
Detroit	✓			Wayne Metro

MEMBER COMMUNITY	OPTION 1	OPTION 2	OPTION 3	COMMUNITY ACTION AGENCY
Eastpointe	✓			MCA
Ecorse	✓			Wayne Metro
Farmington	✓			OLHSA
Farmington Hills	✓			OLHSA
Ferndale	✓			OLHSA
Flat Rock	✓			Wayne Metro
Fraser	✓			MCA
Garden City				Wayne Metro
Gibraltar		✓		Wayne Metro
Grosse Ile Township				Wayne Metro
Grosse Pointe				Wayne Metro
Grosse Pointe Farms				Wayne Metro
Grosse Pointe Park				Wayne Metro
Grosse Pointe Shores	✓			Wayne Metro
Grosse Pointe Woods				Wayne Metro
Hamtramck		✓		Wayne Metro
Harper Woods		✓		Wayne Metro
Harrison Township				MCA
Hazel Park		✓		OLHSA
Huntington Woods				OLHSA
Huron Charter Township				Wayne Metro
Imlay City				MCA
Inkster		✓		Wayne Metro
Keego Harbor	✓			OLHSA

Wayne Metropolitan Community Action Agency (Wayne Metro) • Macomb Community Action (MCA)
Monroe County Opportunity Program (MCOP) • Oakland Livingston Human Service Agency (OLHSA)

GLWA
Great Lakes Water Authority

MEMBER COMMUNITY	OPTION 1	OPTION 2	OPTION 3	COMMUNITY ACTION AGENCY
Lake Orion				OLHSA
Lapeer	✓			MCA
Lathrup Village	✓			OLHSA
Lenox Township				MCA
Lincoln Park	✓			Wayne Metro
Livonia	✓			Wayne Metro
Macomb Township	✓			MCA
Madison Heights	✓			OLHSA
Melvindale	✓			Wayne Metro
New Haven Village	✓			MCA
Northville	✓			Wayne Metro
Northville Township				Wayne Metro
Novi				OLHSA
Oak Park				OLHSA
Orchard Lake	✓			OLHSA
Orion Township	✓			OLHSA
Oxford	✓			OLHSA
Pittsfield Charter Township	✓			OLHSA
Pleasant Ridge				OLHSA
Plymouth Township				Wayne Metro
Plymouth		✓		Wayne Metro
Pontiac	✓			OLHSA
Redford Township	✓			Wayne Metro
River Rouge	✓			Wayne Metro
Riverview	✓			Wayne Metro
Rochester Hills				OLHSA
Rockwood				Wayne Metro
Romulus		✓		Wayne Metro

MEMBER COMMUNITY	OPTION 1	OPTION 2	OPTION 3	COMMUNITY ACTION AGENCY
Roseville				MCA
Royal Oak	✓			OLHSA
Royal Oak Township	✓			OLHSA
Shelby Township	✓			MCA
South Rockwood				Wayne Metro
Southfield	✓			OLHSA
Southgate	✓			Wayne Metro
St. Clair Shores	✓			MCA
Sterling Heights	✓			MCA
Sumpter Township				Wayne Metro
Superior Township				OLHSA
Sylvan Lake				OLHSA
Taylor		✓		Wayne Metro
Trenton				Wayne Metro
Troy				OLHSA
Utica	✓			MCA
Van Buren Township	✓			Wayne Metro
Walled Lake				OLHSA
Warren	✓			MCA
Washington Township		✓		MCA
Wayne				Wayne Metro
West Bloomfield Township				OLHSA
Westland	✓			Wayne Metro
Wixom				OLHSA
Woodhaven				Wayne Metro
Ypsilanti	✓			OLHSA
Ypsilanti Township	✓			OLHSA

Wayne Metropolitan Community Action Agency (Wayne Metro) • Macomb Community Action (MCA)
Monroe County Opportunity Program (MCOP) • Oakland Livingston Human Service Agency (OLHSA)

HOUSEHOLD ELIGIBILITY FOR WRAP ASSISTANCE

COMMUNITY ACTION ALLIANCE
WRAP
Water Residential Assistance Program

WRAP (Water Residential Assistance Program) provides assistance to eligible low-income households. Qualifying households must meet the income eligibility requirements shown in the income chart below. Owner-occupied households above 120% of average water usage are also eligible for minor home plumbing repairs. Water usage can be determined by comparing a recent water and sewer bill to the water usage conversion charts, provided in 100 cubic feet (CCF) and 1,000 gallons, to determine eligibility.

INCOME

ANNUAL INCOME LIMIT	HOUSEHOLD MEMBERS										ELIGIBLE PROGRAMS
	1	2	3	4	5	6	7	8	9	10	
150% Poverty	$18,090	$24,360	$36,630	$36,900	$43,170	$49,440	$55,710	$61,980	$68,250	$74,520	WRAP
125% Poverty	$15,075	$20,300	$25,525	$30,750	$35,975	$41,200	$46,425	$51,650	$56,875	$62,100	Community Services Block Grant (CSBG)

Source: HHS Poverty Guidelines (1/24/2017)

WATER USAGE CONVERSION IN 100 CUBIC FEET (CCF)

HOUSEHOLD SIZE	MONTHLY		QUARTERLY (EVERY 3 MONTHS)	
	AVERAGE USAGE (CCF)	20% ABOVE AVERAGE USAGE (CCF)	AVERAGE USAGE (CCF)	20% ABOVE AVERAGE USAGE (CCF)
1	3	4	9	11
2	6	7	18	22
3	9	11	27	32
4	12	14	36	43
5	15	18	45	54
6	18	21	54	65
7	21	25	63	76
8	24	29	72	86
9	27	32	81	97
10	30	36	90	108

Not all water providers use CCF as the unit of measurement for billing.

WATER USAGE CONVERSION IN 1,000 GALLONS

HOUSEHOLD SIZE	MONTHLY		QUARTERLY (EVERY 3 MONTHS)	
	AVERAGE USAGE (1,000 GALLONS)	20% ABOVE AVERAGE USAGE (1,000 GALLONS)	AVERAGE USAGE (1,000 GALLONS)	20% ABOVE AVERAGE USAGE (1,000 GALLONS)
1	2	3	7	8
2	4	5	13	16
3	7	8	20	24
4	9	10	27	32
5	11	13	34	40
6	13	16	40	49
7	16	19	47	57
8	18	22	54	64
9	20	24	61	73
10	22	27	67	81

Not all water providers use 1,000 gallons as the unit of measurement for billing.