
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:

Shelly Schloss	Heather VanDam	Matt Covey
Crystal McCready	Jason Herr	Carl Wallace
Steve McCready	Sharon Meadows	Nicholas Skrzypczak
Dawn Cito	Justin Westlake	Philip Beaupied
Joe Ashley	Laura Westlake	Jen Thom
Gary Allison	Joan Rogers	Eric Brennecke
Donna Wall	Barb Miller	Mark Herne, DVM
Paula Moore	Jean Polk	Alison Swanson
Derek Diederich	Scott Good	

Supervisor Gary Wall called the meeting to order at 6:02 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 was taken and all Board Members were present except.

1. APPROVE AGENDA

1.1 December 11, 2019

Moved by Birch,
Seconded by Frasca, RESOLVED, to approve the December 11, 2019, agenda as presented.

Motion carried unanimously.

2. ANNOUNCEMENTS

- 2.1 The Waterford Goodfellows will once again distribute Christmas baskets with food and toys to Waterford Township families in need this year. More than 100 Waterford families will be provided with fresh food items for a holiday meal, non-perishable food items to help stock their pantries, and toys for school-aged children. Donations of non-perishable food items and new, unwrapped toys and are now being accepted through December 19th at the following locations: Waterford Township Hall, Fire Station Headquarters, Waterford Police Department, Milner Insurance Agency on Sashabaw, All Saints Cemetery off Nelsey Rd., and at all Waterford School District school buildings
- 2.2 Grinch Day! Saturday, December 21st from 10:30 a.m. – 11:15 a.m. in the Library's Storytime & Craft Room. This event is recommended for students in preschool through second grade. It's Grinch Day! Wear green. Hear the classic story of How the Grinch Stole Christmas by Dr. Seuss. Decorate an ornament to keep. Play Pin the Heart on the Grinch and Grinch Heart Hunt games. Enjoy a Grinchy treat and juice. No registration required. (We're showing the movie in the afternoon)!!!

- 2.3 Dr. Seuss' classic children's book returns to the screen in a new animated feature. The Grinch tries to steal Christmas from Whoville. Feel free to bring pillows, blankets, drinks, and snacks. No peanuts, please. We'll provide the "green" popcorn. Children under 9 need to be accompanied by an adult. No registration required.
- 2.4 Attend the Library's Lego Club! Students meet one Saturday a month, in the Storytime & Craft Room, to create their own Lego structure. Saturday, December 14, 2019, there will be two sessions: 10:15 a.m. - 11:00 a.m. or 11:30 a.m.-12:15 p.m. Creations are displayed in the library until the next meeting. Then the students can make new structures. No registration required.
- 2.5 Waterford Township administrative offices and the Library will be closed for the upcoming holidays Christmas Eve & Christmas Day (December 24th & 25th), and New Year's Eve and New Year's Day (December 31st & January 1st). Emergency services remain available during this administrative closure. On behalf of the Board of Trustees and the Waterford Township staff, we wish you a healthy, happy and safe holiday season.
- 2.6 Waterford Township offers free monthly recycling of magazines, paper, and cardboard (shipping boxes, cereal boxes, toothpaste boxes, etc. clean and free of debris) to Waterford residents in the parking lot of Town Hall located at 5200 Civic Center Dr. Recycling events run 9am to 1pm. Beginning January 11, 2020 monthly recycling will permanently move to the SECOND Saturday of each month.
- 2.7 Census Day 2020 is observed nationwide on April 1, 2020. By this date, every home will receive an invitation to participate in the 2020 Census. The census provides critical data that lawmakers, business owners, teachers, and many others use to provide daily services, products, and support for you and your community. Every year, billions of dollars in federal funding go to hospitals, fire departments, schools, roads, and other resources based on census data. Resident questions or concerns can be addressed by calling 800-923-8282 or go to www.2020census.gov.

3. Awards & Presentations

3.1 Recognition Of Mr. Derek VanDam's Promotion To Distribution Foreman

Russell Williams presented the following regarding Mr. VanDam's Promotion.

Mr. Derek Van Dam has been promoted to Distribution Foreperson on November 18, 2019.

Mr. Van Dam started with Waterford Township in 1999 with the Distribution Department as a Distribution Service Worker and worked there until 2013. In 2013, Mr. Van Dam transferred into the Sewer Department as a Collection System Maintenance Tech where he achieved a Collection System Operator 4 (highest) license. In 2017, Mr. Van Dam returned to the Distribution Department as a Crew Leader and has achieved his Water System Operator S2 Certification. In 2018, Mr. Van Dam transferred to Water Treatment Department as a Water Supply Operator and has achieved his Water System Operator D4 Certification.

Please join the DPW in congratulating Mr. Van Dam as the new Distribution Foreperson.

3.2 Recognition of Mr. Allan Gill, State of Michigan Drinking Water S1 Licensed Operator

Russell Williams presented the following regarding Mr. Gill's accomplishments.

Mr. Allen Gill has successfully completed the State of Michigan Department of Environment, Great Lakes and Energy (EGLE) Drinking Water Certification Examination for a S1 license, the highest level of certification for a Drinking Water Distribution System Operator. Mr. Gill now possesses a State of Michigan Water System Operator S1 Certification, a State of Michigan Drinking Water System Operator D3 Certification, and a Collection System Operator 2.

Recognition of Mr. Allan Gill, State of Michigan Drinking Water S1 Licensed Operator Continued.

Mr. Gill started with Waterford Township in 1998 with the Distribution Department as a Distribution Service Worker and worked there until 2010. In 2010, Mr. Gill transferred to the Water Treatment Department as a Water Supply Operator and has achieved his Water System Operator D3 Certification. In 2018 Mr. Gill was in the Sewer Department as a Collection System Maintenance Tech where he achieved a Collection System Operator 2 license in an abbreviated stay in the department. In 2018, Mr. Gill returned to the Distribution Department before joining the Service Department as a Utility Service Worker III. With the latest certification Mr. Gill will be moved to the Utility Service Worker 1 per the Teamsters Local 214 Agreement and the Waterford Township Career Ladder.

Please join the DPW in congratulating Mr. Allen Gill as one of the State of Michigan's newest S1 Drinking Water Certified Operators.

3.3 Year In Review – Presentation

A year in review video was presented.

3.4 2020 FY Budget Presentation

Derek Diederich, Budget Director and DPW Administrative Superintendent and Barb Miller, Assistant Budget Director and Accounting Manager presented the 2020 Fiscal Year Budget Presentation.

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 removal from the consent agenda may be received in the same manner immediately following the Consent Agenda.

- 4.1 November 25, 2019, Meeting Minutes
- 4.2 December 11, 2019, Bill Payment
- 4.3 Receive The Clerk's Office October 2019 Report
- 4.4 Receive The 51st District Courts November 2019 Report
- 4.5 Receive The Library Departments October 2019 Report
- 4.6 Library Advisory Board - Appointment Of JoAnn Kohler And Tracie McDonnell

I respectfully request the Township Board's approval for the appointment of Waterford residents JoAnn Kohler and Tracie McDonnell to the Library Advisory Board for three-year terms January 1, 2020-December 31, 2022. As you are aware, the Library Advisory Board is responsible for working with the Director to establish long-range planning and goal setting for the Township library operations.

Consent Agenda Continued.

Ms. Kohler has an extensive background in the field of Education and reached out to the Library Director last year to express interest in giving back to the Waterford community by serving on the Advisory Board. Beginning this summer, she attended Library Advisory Board meetings and has made valuable contributions. I recommend Ms. Kohler's appointment to fill the vacancy created when member Sheila Seaver resigned from the Board this summer.

Ms. McDonnell is passionate about reading, literacy, books, and most importantly, the role of public libraries in communities like Waterford Township. She is an active Waterford library patron and has experience serving on other community advisory boards and councils in the past. I recommend Ms. McDonnell's appointment to fill the upcoming vacancy at the end of John Whitson's first year as a Board member.

Both Ms. Kohler and Ms. McDonnell express support, enthusiasm, and a commitment to helping steer the Library in a positive direction to provide a full-range of services to the community. They each bring unique insights and I feel confident their contributions will be to the benefit of the Library and the Waterford community as a whole.

Joan Rogers, Library Director also supports these recommendations.

Thank you for your consideration.

4.7 Reappoint Al Pavlish To Cable Commission

I respectfully request the Township Board's approval for the re-appointment of Waterford Township Resident Al Pavlish to the Cable Commission for a three year term to expire December 31, 2022.

Mr. Pavlish has served Waterford residents on the Cable Commission for a number of years and wishes to continue his service in this capacity. His insight and experience make him a valuable contributor to this Commission. Cable Coordinator Gary Allison has recommended his reappointment and I concur with his recommendation.

Thank you for your consideration.

Moved by Bartolotta,

Seconded by Frasca, RESOLVED, to approve Consent Agenda items 4.1 through 4.7. 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)

Trustee Bartolotta

At the December 10, 2019, Planning Commission Meeting, Roush Industries Inc. requested to remove their public hearing from the agenda, AT&T's new cellular tower request was postponed until the January 28, 2020, meeting, and Redwood Development presented a concept plan for N. Williams Road.

Clerk Markee

Parks and Recreation held the tree lighting last week. The Board of Trustees sang “We Wish You a Merry Christmas”, Santa arrived, and there was a real reindeer. The Mott High School Jazz Band played and were fantastic. The estimated attendance was 825 with 170 bookmarks made, 67 letters written to the Troops, 360 cookies decorated and 275 Santa visits. DTE also completed a lighting project at the entrance of Hess Hathaway Park.

Trustee Frasca

The Hess-Hathaway Advisory committee had a recap at their last meeting.

6. NEW BUSINESS

6.1 2020 FY Budget Public Hearing

Supervisor Wall opened the public hearing at 7:11 p.m. No one addressed the Board. Supervisor Wall closed the public hearing at 7:12 p.m.

6.2 Appropriations Act of 2020

Clerk Markee read the Appropriations Act of 2020.

**Charter Township of Waterford
Oakland County, Michigan**

2020 General Appropriations Act

Whereas, according to the Uniform Budgeting and Accounting Act, Public Act 2 of 1968 as amended, the Waterford Township Supervisor is Chief Administrative Officer with the authority to prepare the budget and control expenditures there under; and

Whereas, the Notice of Public Hearing of the Townships proposed budget was published in the Oakland Press on November 24, 2019; and

Whereas, the Waterford Township Board of Trustees held a Public Hearing on its budget on December 11, 2019; and

Whereas, the proposed 2020 tax rate to be levied by the Charter Township of Waterford is 13.3056 mills; and

Whereas, the estimated 2020 revenues and expenses for the Charter Township of Waterford are as follows:

	2020 REVENUES	2020 EXPENSES
GENERAL FUND	20,275,231	20,235,069**
POLICE FUND	14,994,712	15,116,661
FIRE FUND	20,935,481	20,720,437
LIBRARY FUND	2,233,590	2,434,791
<u>PARKS & REC. FUND</u>	<u>1,983,416</u>	<u>2,053,977</u>
TOTAL REVENUES & OPERATING EXPENSES		

NOT INCLUDING THE WATER AND SEWER FUND	60,422,430	60,560,935	
			Now,
	2020	2020	
OTHER FUNDS	REVENUES	EXPENSES	
POLICE RESTRICTED	69,450	216,104	
CEMETERY CARE	25,837	0	
CABLE FUND	395,222	421,076	
IMPROVEMENT & REVOLVING	730,370	1,088,750	
LIBRARY DONATIONS	20,000	35,900	
<u>WORKER'S COMPENSATION</u>	<u>17,500</u>	<u>500</u>	
TOTAL OTHER FUNDS	1,258,379	1,762,330	
	TOTAL	TOTAL	
TOTAL ALL FUNDS	REVENUE	EXPENSES	
	61,680,809	62,323,265	

****GENERAL FUND
EXPENDITURES**

TOWNSHIP BOARD	55,636
DISTRICT COURT	2,816,630
SUPERVISOR & ASSESSING	967,012
ELECTIONS	273,249
CLERK	718,702
FISCAL & HUMAN RESOURCES	251,589
GENERAL SERVICES	1,975,066
RETIREE BENEFITS	1,055,598
TREASURER INFORMATION SYSTEMS	469,479
FACILITIES & OPERATIONS	1,342,811
DEVELOPMENT SERVICES	1,303,074
COMMUNITY PROMOTIONS	237,750
SCHOOL CROSSING GUARDS	46,699
TRANSFERS TO OTHER FUNDS- POLICE, FIRE, ETC.	8,029,324

therefore be it resolved, that the 2020 Budget of the Charter Township of Waterford is hereby adopted by reference

Be it further resolved, that the Board of Trustees of the Charter Township of Waterford adopts the 2020 fiscal year budget by cost center, except for the District Court which is by line item, and that the Township officials responsible for the expenditures authorized in the budget, with the exception of the District Court, may expend township funds up to the total appropriation authorized for each cost center and may make transfers among the various line items contained in the cost center appropriation.

Appropriations Act of 2020 Continued.

Be it further resolved, that appropriations will be deemed maximum authorizations to incur expenditures. The supervisor shall exercise oversight and control to ensure that expenditures are within appropriations and shall not issue any order for expenditures that exceed appropriations.

Ayes: _____

Nays: _____

Absent: _____

Certification

I hereby certify that this resolution was adopted by the Charter Township of Waterford Board of Trustees by the roll call vote indicated at a regular meeting of the Board on December 11, 2019.

Charter Township of Waterford

Kimberly F. Markee, Township Clerk
December 11, 2019

Moved by Bartolotta,
Seconded by Frasca; RESOLVED, to approve the Appropriations Act of 2020. A roll call vote was taken.

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

Motion carried unanimously.

**CHARTER TOWNSHIP OF WATERFORD
OAKLAND COUNTY, MICHIGAN**

**2020 WATER AND SEWER FUND SPECIAL APPROPRIATIONS ACT AND BUDGET
APPROVAL RESOLUTION**

WHEREAS, the Township's proposed budget for the 2020 fiscal year that begins January 1, 2020, includes the Township's Water and Sewer Fund, which is an enterprise fund; and

WHEREAS, under the Uniform Budgeting and Accounting Act, Public Act No. 2 of 1968, as amended, although budgets for enterprise funds are not part of the budget that is approved by a general appropriations act, they may be approved by a special appropriations act; and

WHEREAS, on December 11, 2019, the Township Board of Trustees held a public hearing on its proposed budget for the 2020 fiscal year, notice of which was published in the Oakland Press on November 24, 2019; and

Appropriations Act of 2020 Continued.

WHEREAS, the proposed 2020 Water and Sewer Fund Budget, which does not require or provide for money to be raised by taxation or new bond issues to meet proposed expenditures, and necessary supporting schedules provides for:

1. Expenditures of \$22,241,394 that include \$705,429 of debt interest expenses.
2. Debt principal payments of \$2,436,015 not included in the \$22,241,394 of expenditures.
3. Anticipated income (revenue) of \$24,759,138
4. An estimated (1-1-2020) beginning fund balance of \$18,656,998 and estimated end of year (12-31-2020) fund balance of \$18,575,269; and

WHEREAS, the proposed 2020 Water and Sewer Fund Budget includes supporting schedules for the information in the Budget.

IT IS THEREFORE RESOLVED that the proposed 2020 Water and Sewer Fund Budget as described in this Resolution is approved and adopted.

IT IS FURTHER RESOLVED that appropriations are hereby made for the expenditures in the approved Budget, which are maximum authorizations for responsible and authorized Township officials to incur expenditures within each of the cost centers.

CERTIFICATION

I hereby certify that this Resolution was adopted by the Charter Township of Waterford Board of Trustees at a regular meeting on December 11, 2019.

Charter Township of Waterford

Date

Kim Markee, Township Clerk

Moved by Markee,
Seconded by Joliat; RESOLVED, to adopt the 2020 Water and Sewer Special Appropriations Act and Approve the budget for 2020. A roll call vote was taken.

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

Motion carried unanimously.

6.3 Capital Projects (330) Fund Allocation Resolutions

The following memo was received from Derek Diederich, Budget Director and DPW Administrative Superintendent and Barb Miller, Assistant Budget Director and Accounting Manager.

At the end of the 2015 Budget Sessions, the (330) Capital Project Fund concept was brought forward by your Budget Team. The Capital Project Fund can be utilized as a pre-funding instrument for future identified capital project needs. If you remember from the initial set up or in reviewing the 2020 Proposed Budget there are such arrangements for the General, Fire and Parks and Recreation Funds.

At this time, we are recommending the same type of Capital Project Fund be created in the Township's Police Fund; Fund Number (207). Going forward, you will see line item # 20730-99901 in the Police Department's expense list. The amounts designated and budgeted from year to year will flow to the (330) Fund with a Police Designation. Fund Balance Totals for the (330) Fund are available in the Township's (CAFR) – Comprehensive Annual Financial Report.

The concept of prefunding is straight-forward but we feel it is important and fits within our general conservative budgetary strategy. The main concept to keep in mind is to set aside, or prefund resources for future needs. Another concept that we are all too well aware of is that nothing lasts forever and that each year vehicles or facilities are used they diminish in value and will require refurbishing or replacing in the future. In short, it is easier to set aside a few dollars as you go rather than wait until assets are completely unusable. When possible this can also aide in the goal of reducing interest charges and create savings on capital item replacements.

The proposed Police Department Capital Project Fund allocations could be used for vehicles, building and essential systems such as the 911-Call Center or other specialized technology needs. As we know, these items are very costly and attempting to set aside a few dollars for such items can help take pressure off of the financing hardship in coming years. We ask that the board adopt Resolution #1 attached to this document for these purposes. The resolution is labeled as Appendix A and attached to this memo.

We respectfully request that the Township Board adopt the attached the resolution. It should be noted that by approving the funds as committed status via board resolution would take a future resolution to utilize these funds.

Thank you for your time and attention to these matters. Please contact our office should you have any questions.

Appendix A
(Police Department – Capital Project Resolution)

Resolution # 1 (Police Department Capital Facility, Equipment and Vehicle Fund Balance Classification):

A Resolution to approve the transfer and commitment of funds from the Police Fund to the Capital Project Fund in Accordance with GASB Statement No. 54.

Whereas, the Governmental Accounting Standards Board (GASB) has issued Statement No. 54 – Fund Balance Reporting and Governmental Fund Type Definitions, which redefines fund types and changes the terminology used for fund balance reporting on balance sheets of Governmental Funds, AND;

Whereas, the Charter Township of Waterford's Township Board has reviewed the new terminology, AND;

Capital Projects (330) Fund Allocation Resolutions Continued.

Whereas, the Township Board as part of its 2019 Budget in the Police Department Budget under line item 20730-99901 – Capital Project Allocation shall make the allocation outlined below for future use to benefit the department for the purpose of Police Vehicles, Equipment, Facilities/Grounds Improvements, or new Construction.

Whereas, the 2019 allocation for this purpose is \$850,000 to the Capital Projects (330) Fund. Future Budgets could be more, less or not at all as deemed appropriate and possible during the annual budgetary review process.

Whereas, the purpose of the prefunding or commitment of fund balance is to help offset the capital building, equipment and/or vehicle needs of the Police Department which will benefit Township residents and customers. Additionally, in future budgets should the Township Board make such an allocation to the aforementioned line item, those future funds are considered transferred from the Police (207) Fund to the Capital Project (330) Fund and committed for the aforementioned purpose(s) by having the allocation in the respective year's budget.

Now, Therefore, Be It Resolved, that the Charter Township of Waterford Board accepts the aforementioned recommendation.

Moved by Markee,

Seconded by Frasca, RESOLVED, to approve Police Department Capital Project Resolution to establish a 330 Capital Projects Fund and allocate \$850,000 for this to offset future capital request such as building, equipment or vehicle needs. A roll call vote was taken.

Ayes: Wall, Markee, Birch, Bartolotta, Frasca, Joliat and Thomas

Nays: None

Absent: None

Motion carried unanimously.

6.4 **2019 Recommended Year-End Budget Amendments and Fund Balance Designations**

The following memo was received from Derek Diederich, Budget Director and DPW Administrative Superintendent and Barb Miller, Assistant Budget Director and Accounting Manager.

After review of the Township operational budget accounts and the need to post some one time revenues and accrual adjustments, we recommend the following (2019) year-end adjustments and amendments for the Township Board's review and action.

One-Time Revenue Receipts for 2019 Budget Year:

Waterford Township received a few 'one-time' revenues that need to be incorporated into the 2019 Budget. Waterford received a rebate from its General Liability Carrier – Michigan Municipal Risk Management Authority (MMRMA) in the amount of \$612,118 in 2019. While this is good news, this revenue source is a one-time adjustment made by our carrier to account for loss experience and required assets on hand compared against the insurance carrier's exposure as derived by their accountants and actuaries. In short, this is the type of revenue that cannot be considered permanent. As we have discussed previously, we do not believe in attaching reoccurring annual expenses to one-time revenue events, which is a conservative budgetary practice.

2019 Recommended Year-End Budget Amendments and Fund Balance Designations Continued.**Township Board Budget Adjustment #1 Motion Requested:**

General Fund Line Item (10101-68700) was originally budgeted at \$200,000. At this time, we would ask the Township Board to approve a budget adjustment to the Township's General Fund Revenue Line Item: (10101-68700) 'Refunds and Rebates' of \$518,595 to recognize the General Fund portion of the refund and to adjust for some differences between budget vs. actual for smaller expected refund sources. Additionally, we would recommend a Budget Amendment of \$101,872 to Water-Sewer Refunds and Rebates (59003-68700) to approximate Water-Sewer's share of this rebate.

State Shared Revenue Amendment #2 Motion Requested:

As you know, this category has been significantly diminished when looking at long-term trending. We originally budgeted \$6,364,713 in revenue line item: (10101-57401). We expect year-end to be closer to \$6,100,000. Therefore, we recommend the Board approve a budget reduction adjustment of <\$264,713> to line item: (10101-57401) at this time.

**Commitment of Township Resources on Financial Statements –
Board Resolution (Adjustment #3):**

In light of the 'one-time' revenues outlined above, as well as analyzing year-end projected results we believe, that the Township has an opportunity to commit some of the one-time resources above to Waterford's 'Budget Stabilization Fund.' The Township Board created this Fund in 2013 as a set aside for large unforeseen events. The bond rating agencies (Standard and Poors, Moody's and Fitch) as well as our auditors like to see such allocations made. During our last Bond Rating review in March of 2014 Standard and Poor's did take note of the Budget Stabilization Fund that was created by Waterford Township in the fall of the prior year. Bond ratings are a good measurement of a municipality's financial health and are very important when issuing debt to receive the most favorable interest rates and financing available. We feel that a further contribution is in Waterford's best interest.

The commitment of the funds takes a board action (resolution) to commit the funds. Also, if the funds are to be used in the future, a subsequent board action (resolution) would be required to utilize the funds. We have checked with our auditors and this action is permitted and in the spirit and accordance with the Governmental Accounting Standards Board (GASB-54) rule. We believe that this move would be a sound and conservative action to take with one-time non-recurring revenues. We recommend that the Board allocate \$200,000 to the Committed Budget Stabilization Fund at this time. While not a large allocation considering the magnitude of the operations we believe this is a prudent and conservative action that merits consideration. Please see the attached **Appendix A** for the resolution that we ask the Board to consider regarding this recommendation at this time.

Township Board Budget Adjustment #4 Motion Requested:

We would also recommend that the Township Board make an increased transfer from its General Fund, Fund # (101) to its Improvement and Revolving Fund, Fund # (246). As a reminder, the (246) Improvement Revolving Fund is where the Township budgets and pays for its general government capital improvements. This fund does not have a recurring or dedicated revenue stream, so it is essential that whenever possible this fund be given an opportunity to help the community address its capital infrastructure and deferred maintenance needs. Historically, the Improvement Revolving Fund has allowed the Township to participate in the Tri-Party (Oakland County, Oakland County Road Commission and Twp.) road projects, Township drainage issues, streetlights, sidewalks and other needed capital upgrades and repairs. The needs for capital improvements are vast and virtually without end and such items have been deferred, especially during the most recent recession. At this time, we recommend that the Township Board authorize

2019 Recommended Year-End Budget Amendments and Fund Balance Designations Continued.

an increased \$625,000 transfer from General Fund expense line item 19650-99911 to Improvement Revolving Fund Revenue line item 24601-67402. While this is a positive item we should keep in mind that public infrastructure projects can be very costly indeed and that the Township has deferred many projects over the past number of years. These capital projects are mainly one-time in nature and related to repair, maintenance and technology needs.

Township Board Budget Adjustment #5 Motion Requested:

We would also recommend that the Township Board make an increased transfer from its General Fund, Fund # (101) to its Cemetery Care Fund, Fund # (209). The Township's five municipal cemeteries at some point will have ongoing maintenance and upkeep needs and have no dedicated revenue stream to help meet these needs. At the end of 12-31-18 there was \$292,193 in this fund. We recommend an increased transfer of \$150,000 from General Fund Line Item 19650-99908 to Cemetery Care Fund Line Item 20901-67402 at this time.

Township Board Budget Adjustment #6 Motion Requested:

We would also recommend that the Township Board make an increased transfer from its General Fund, Fund # (101) to its Worker's Compensation Fund, Fund # (215). The Township conducts Public Safety (Police and Fire), as well as other services at the DPW that can be considered hazardous. Having the proper set asides to address deductibles and self-insurance limits when/if these events happen is essential. Currently, our self-insurance/deductible is set at \$450,000 to \$500,000 per occurrence dependent upon employee classification. At the end of 12-31-18 there was \$777,041 in this fund. We recommend an increased transfer of \$75,000 from General Fund Line Item 19650-99918 to Worker's Comp Fund Line Item 21501-67421 at this time.

Township Board Budget Adjustment #7 Motion Requested:

We would recommend that the Township Board authorize an increased transfer from the General Fund Line Item #12480-99901 to the (330) fund, line item #33001-67410 using project code GENFD in the amount of \$75,000. If you remember the (330) fund was created to help set aside current dollars for future capital needs. The General Fund transfer to the 330 Fund is for future building, grounds or vehicle repairs, maintenance or acquisition in the General Fund category.

Township Board Budget Adjustment #8 Motion Requested:

We would recommend that the Township Board authorize an increased transfer from the Fire Fund Line Item # 20630-99901 to the (330) fund, designated to the fire capital line item #33001-67410-FIRE in the amount of \$850,000. If you remember the (330) fund was created to help set aside current dollars for future capital needs including vehicles and equipment. As you are well aware, vehicles in this category are very important, as well as very expensive and setting aside dollars when possible is financially prudent. This is the type of move that also would permit paying cash rather than financing such vehicles in the future.

Township Board Budget Adjustment #9 Motion Requested:

We would recommend that the Township Board authorize an increased transfer from the Police Fund Line Item # (20730-99901) to the (330) fund, designated to the police capital line item 33001-67410-POLIC in the amount of \$850,000. If you remember the (330) fund was created to help set aside current dollars for future capital needs including vehicles and equipment. As you are well aware, vehicles, technology (911 Systems etc.) and deferred building maintenance in this category are very important, as well as very expensive and setting aside dollars when possible is financially prudent.

2019 Recommended Year-End Budget Amendments and Fund Balance Designations Continued.

Township Board Budget Adjustment #10 Motion Requested:

The Township Building Permits revenue line item was originally budgeted at \$400,000. We project the Year-End total to be closer to \$460,000 based on an uptick in related activities in 2019. Therefore, we request a budget amendment to increase and adjust the original budgeted amount by \$60,000 to recognize the additional revenue. This corresponds to line item #10101-46300.

Township Board Budget Adjustment #11 Motion Requested:

Water and Sewer Revenue 59001-64500 was budgeted at \$6,184,977 and we project the year-end total to be closer to \$5,700,000. This is largely due to more rain in the spring and summer. Therefore, we recommend a budget adjustment of <\$484,977> to recognize the reduced revenue.

Township Board Budget Adjustment #12 Motion Requested:

Water and Sewer Revenue 59002-65012 (Charge Sewer Usage) was initially budgeted at \$16,950,000 and we expect the year-end total to be closer to \$17,600,000. This is largely due to this revenue line not being adjusted when the sewer pass-through occurred earlier in the year. Therefore, we recommend a budget adjustment of \$650,000 to recognize the projected revenue.

Township Board Budget Adjustment #13 Motion Requested:

As the board is aware, the Township is under a Corrective Action Plan (CAP) with the State of Michigan with respect to its Retiree Health Care System. Public Act 202 requires Municipalities to be at least 40% funded in this benefit category. The most recent actuarial study had the Township listed at 9.10% funded with a <\$154,420,183> Actuarial Assumed Liability (AAL). The Township has taken many steps in recent years to help address this category like closing the system to new hires, starting a trust to invest assets and receive some compound interest to help leverage against future costs and most recently completing a dependent audit among other steps. At this time, we are recommending an additional contribution into the health care trust in the amount of \$2,450,000, broken up from different funding sources listed below. While this alone does not solve this issue, it will be another step in the right direction. The breakdown of the 2019 proposed year-end supplemental retiree health care trust funding is as follows:

<u>Fund:</u>	<u>Object #:</u>	<u>Amount:</u>
General Fund	71350	\$586,124
Police Fund	71350	\$797,129
Fire Fund	71350	\$445,455
Water-Sewer	71350	\$398,565
Parks & Rec.	71350	\$ 93,780
Library	71350	<u>\$128,947</u>
Total:		\$2,450,000

2019 Recommended Year-End Budget Amendments and Fund Balance Designations Continued.**Township Board Budget Adjustment #14 Motion Requested:**

In operational year 2019, the Water and Sewer Fund (590) did not spend all of its resources in some capital lines. For that reason, there are some year-end adjustments on the expense side that need to be adjusted to help draw the initial budget closer to projected year end actual. The breakdown of recommended budget amendments are as follows:

<u>W&S Capital Line:</u>	<u>Revised Budget:</u>	<u>Projected Y.E.:</u>	<u>Requested Amd:</u>
59044-97106	\$258,669	\$128,000	<130,669>
59045-97000	\$908,500	\$80,000	<\$828,500>
59045-97010	\$779,575	\$400,000	<\$379,575>
59055-97000	\$150,000	\$230,000	\$80,000

Township Board Budget Adjustment #15 Motion Requested:

The Township's Retiree Health and current employee health lines are in need of adjusting. There are factors that influenced this need including the Township going to a self-insured model, not quite as many employees retiring than originally planned and some timing delays with hiring in the public safety departments. The breakdown of recommended budget amendments are as follows:

2019 Projected Current Employee Health Care Expenses:

<u>Health Care Line:</u>	<u>Revised Budget:</u>	<u>Projected Y.E.:</u>	<u>Req. Amd:</u>
11360-71100	\$214,055	\$175,000	<\$39,055>
11710-71100	\$108,240	\$74,725	<\$33,515>
12160-71100	\$64,384	\$47,750	<\$16,634>
12260-71100	\$28,083	\$10,000	<\$18,083>
12530-71100	\$34,194	\$22,000	<\$12,194>
12550-71100	\$64,016	\$71,000	\$6,984
12650-71100	\$106,632	\$77,000	<\$29,632>
14100-71100	\$137,008	\$99,000	<\$38,008>
		<i>General Fund Sub Total:</i>	<u><\$180,137></u>
20730-71100	\$1,004,603	\$650,000	<\$354,603>
		<i>Police Fund Sub Total:</i>	<u><\$354,603></u>
20630-71100	\$1,668,113	\$1,140,000	<\$528,113>
		<i>Fire Fund Sub Total:</i>	<u><\$528,113></u>
59044-71100	\$500,462	\$370,000	<\$130,462>
		<i>Water-Sewer Sub Total:</i>	<u><\$130,462></u>

2019 Recommended Year-End Budget Amendments and Fund Balance Designations Continued.**Township Board Budget Adjustment #18 Motion Requested:**

The Budget for 2019 included the purchase of two Fire trucks for the Fire Department. These trucks have been ordered but due to the long manufacturing lead-time involved in building them, they will not be delivered until 2020. For accounting purposes, it is therefore recommended that a transfer of \$935,000 be made from account 20630-99901 to Capital Project 33001-67410-Fire so that the purchase of these two trucks can be made using account 33090-97136-Fire.

Thank you for your attention and careful consideration on these matters. Should you have any questions please feel free to contact our office at your convenience.

Appendix A**Budget Stabilization Fund Resolution****Resolution # 1 - Budget Stabilization Fund Committed Designation:**

A Resolution to approve commitment of Fund Balance in Accordance with GASB Statement No. 54.

Whereas, the Governmental Accounting Standards Board (GASB) has issued Statement No. 54 – Fund Balance Reporting and Governmental Fund Type Definitions, which redefines fund types and changes the terminology used for fund balance reporting on balance sheets of Governmental Funds, AND;

Whereas, the Charter Township of Waterford's Township Board has reviewed the new terminology, AND;

Whereas, the Charter Township of Waterford Budget and Assistant Budget Directors recommend that a portion of the General Fund Refunds and Rebates Revenues for Budget Year 2019 be received and committed by this resolution in the amount of \$200,000 to the 'Budget Stabilization Fund.'

Whereas, the purpose of these committed funds would be to balance a subsequent budget in future years, or to meet the needs of a large unforeseen event.

Now, Therefore, Be It Resolved, that the Charter Township of Waterford Township Board accepts the aforementioned recommendation.

Motion #1:

Moved by Markee,

Seconded by Frasca, RESOLVED, to recognize additional budgeted revenue related to the Refunds and Rebates (10101-68700) account for \$518,595 for the General Fund and \$101,872 for the Water and Sewer Fund (59003-68700). A roll call vote was taken.

Ayes: Wall, Markee, Birch, Bartolotta, Frasca, Joliat and Thomas

Nays: None

Absent: None

Motion carried unanimously.

2019 Recommended Year-End Budget Amendments and Fund Balance Designations Continued.

Motion #2:

Moved by Frasca,

Seconded by Bartolotta, RESOVLED, to recognize the reduction in budgeted revenue related to the General Fund account State Revenue Sharing – Sales Tax (10101-57401) in the amount of \$264,713. A roll call vote was taken.

Ayes: Wall, Markee, Birch, Bartolotta, Frasca, Joliat and Thomas

Nays: None

Absent: None

Motion carried unanimously.

Motion #3:

Moved by Frasca,

Seconded by Thomas, RESOLVED, to approve the Budget Stabilization Fund Resolution Board Resolution requests approval to commitment funds to the Budget Stabilization Fund in the amount of \$200,000. A roll call vote was taken.

Ayes: Wall, Markee, Birch, Bartolotta, Frasca, Joliat and Thomas

Nays: None

Absent: None

Motion carried unanimously.

Clerk Markee Read the Budget Stabilization Fund Resolution Board Resolution.

Motion #4:

Moved by Joliat,

Seconded by Birch, RESOLVED, to approve a transfer and related budget adjustment from the General Fund (19650-99911) to the Revolving Improvement Fund (24601-67402) in the amount of \$625,000. A roll call vote was taken.

Ayes: Wall, Markee, Birch, Bartolotta, Frasca, Joliat and Thomas

Nays: None

Absent: None

Motion carried unanimously.

Motion #5:

Moved by Bartolotta,

Seconded by Frasca, RESOLVED, to approve a transfer and related budget adjustment from the General Fund (19650-99908) to the Cemetery Care Fund (20901-67402) in the amount of \$150,000. A roll call vote was taken.

Ayes: Wall, Markee, Birch, Bartolotta, Frasca, Joliat and Thomas

Nays: None

Absent: None

Motion carried unanimously.

2019 Recommended Year-End Budget Amendments and Fund Balance Designations Continued.

Motion #6:

Moved by Bartolotta,
Seconded by Frasca, RESOLVED, to approve a transfer and related budget adjustment from the General Fund (19650-99918) to the Worker Comp Fund (21501-67421) in the amount of \$75,000. A roll call vote was taken.

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

Motion carried unanimously.

Motion #7:

Moved by Joliat,
Seconded by Markee, RESOLVED, to approve a transfer and related budget adjustment from the General Fund (12480-99901) to the Capital Project Fund (33001-67410-GENFD) in the amount of \$75,000. A roll call vote was taken.

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

Motion carried unanimously.

Motion #8:

Moved by Bartolotta,
Seconded by Frasca, RESOLVED, to approve a transfer and related budget adjustment from the Fire Fund (20630-99901) to the Capital Project Fund (33001-67410) in the amount of \$850,000. A roll call vote was taken.

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

Motion carried unanimously.

Motion #9:

Moved by Bartolotta,
Seconded by Birch, RESOLVED, to approve a transfer and related budget adjustment from the Police Fund (20730-99901) to the Capital Project Fund (33001-67410-POLIC) in the amount of \$850,000. A roll call vote was taken.

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

Motion carried unanimously.

2019 Recommended Year-End Budget Amendments and Fund Balance Designations Continued.**Motion #10:**

Moved by Markee,

Seconded by Frasca, RESOLVED, to recognize additional budgeted revenue related to the General Fund Building Permits account (10101-46300) in the amount of \$60,000. A roll call vote was taken.

Ayes: Wall, Markee, Birch, Bartolotta, Frasca, Joliat and Thomas

Nays: None

Absent: None

Motion carried unanimously.

Motion #11:

Moved by Joliat,

Seconded by Frasca, RESOLVED, to recognize the reduction in budgeted Metered Water Sales revenue related to the Water and Sewer Fund (59001-64500) in the amount of \$484,977. A roll call vote was taken.

Ayes: Wall, Markee, Birch, Bartolotta, Frasca, Joliat and Thomas

Nays: None

Absent: None

Motion carried unanimously.

Motion #12:

Moved by Markee,

Seconded by Thomas, RESOLVED, to recognize the increase in budgeted revenue for Sewer Usage Charges related to the Water and Sewer Fund (59002-65012) in the amount of \$650,000. A roll call vote taken.

Ayes: Wall, Markee, Birch, Bartolotta, Frasca, Joliat and Thomas

Nays: None

Absent: None

Motion carried unanimously.

Motion #13:

Moved by Bartolotta,

Seconded by Thomas, RESOLVED, to approve keeping with the Corrective Action Plan (CAP) for the underfunded status of Retiree Healthcare, which was approved by the Township Board in March of 2019 and approved by the State of Michigan in May of 2019, the approval of a contribution of \$2,450,000 to the Retiree Healthcare Trust Fund is requested. The related budget adjustment is also requested. The expense for this contribution amount is spread across the General Fund, the Police Fund, the Fire Fund, the Library Fund, the Parks and Rec Fund and the Water and Sewer Fund. A roll call vote was taken.

Ayes: Wall, Markee, Birch, Bartolotta, Frasca, Joliat and Thomas

Nays: None

Absent: None

Motion carried unanimously.

2019 Recommended Year-End Budget Amendments and Fund Balance Designations Continued.

Motion #14:

Moved by Markee,

Seconded by Joliat, RESOLVED, to recognize budget increases and decreases for capital project accounts in the Water and Sewer Fund (590) which result in an overall reduction totaling \$1,258,744. A roll call vote was taken.

Ayes: Wall, Markee, Birch, Bartolotta, Frasca, Joliat and Thomas

Nays: None

Absent: None

Motion carried unanimously.

Motion #15:

Moved by Markee,

Seconded by Frasca, RESOLVED, to recognize budget increases and decreases for Employee Healthcare and Retire Healthcare expense accounts which results in an overall reduction of expenses by \$2,236,275.

Ayes: Wall, Markee, Birch, Bartolotta, Frasca, Joliat and Thomas

Nays: None

Absent: None

Motion carried unanimously.

Motion #16:

Moved by Joliat,

Seconded by Frasca, RESOLVED, to recognize budget decreases in the salary and benefit accounts for the Police and Fire Department expense accounts which results in an overall reduction of \$1,781,679. A roll call vote was taken.

Ayes: Wall, Markee, Birch, Bartolotta, Frasca, Joliat and Thomas

Nays: None

Absent: None

Motion carried unanimously.

Motion #17:

Moved by Markee,

Seconded by Frasca, RESOLVED, to recognize budget adjustments to the Worker Comp expense accounts resulting in an overall increase of \$153,000. A roll call vote was taken.

Ayes: Wall, Markee, Birch, Bartolotta, Frasca, Joliat and Thomas

Nays: None

Absent: None

Motion carried unanimously.

2019 Recommended Year-End Budget Amendments and Fund Balance Designations Continued.**Motion #18:**

Moved by Joliat,

Seconded by Markee, RESOLVED, to recognize budget adjustments for the pre-paid purchase of two Fire trucks for an estimated \$935,000 in the 33001-67410-FIRE - Capital Project Fund rather than the 20630-99901 - Fire Fund. A roll call vote was taken.

Ayes: Wall, Markee, Birch, Bartolotta, Frasca, Joliat and Thomas

Nays: None

Absent: None

Motion carried unanimously.

6.5 Resolution Approving Updated Fee Schedules**CHARTER TOWNSHIP OF WATERFORD
OAKLAND COUNTY, MICHIGAN****RESOLUTION APPROVING UPDATED FEE SCHEDULES****RECITALS:**

- A. The Waterford Charter Township Code ("Code") provides that fees, charges, escrows, cash reserves, bonds, and other financial obligations required or authorized to be assessed, collected, held, and paid by that Code shall be established by Resolution of the Township Board.
- B. On January 26, 2015, the Township Board adopted a Resolution Establishing Fees and Charges, which in addition to approving and establishing fees and charges, in paragraphs 2 - 8, included rules, guidelines and authorizations regarding fees and charges.
- C. On December 13, 2017, the Township Board adopted a Resolution approving updated fee schedules.
- C. Attached to this Resolution is an updated Charter Township of Waterford Fee Schedule (19 pages), that the Officials in charge of the identified departments, offices, or operations are recommending be approved and established by the Township Board.

IT IS THEREFORE RESOLVED:

1. The Assessing Department, Waterford Cable Commission, Clerk's Office, Development Services, Waterford Regional Fire Department, Library, Parks and Recreation Facility, Police Department, Department of Public Works/Water and Sewer, and Treasurer's Office Fee Schedules **attached** to this Resolution are approved and the fees and charges in those Schedules are hereby established as the amounts to be assessed, collected, held, and paid in the administration and enforcement of the Code.
2. Paragraphs 2 through 8 of the January 26, 2015, Resolution Establishing Fees and Charges are incorporated by reference in, and shall apply to the fees and charges established by, this Resolution

Resolution Approving Updated Fee Schedules Continued.

AYES:

NAYES:

ABSENT:

CERTIFICATION

I hereby certify that this Resolution was adopted by the Charter Township of Waterford Board of Trustees at a regular meeting on December 11, 2019.

Charter Township of Waterford

Date

Kimberly F. Markee, Township Clerk

Moved by Joliat,
Seconded by Markee, RESOLVED, to adopt the resolution approving the Updated Fee Schedules.
A roll call vote was taken. A copy of the fee schedule is attached to these minutes.

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

Motion carried unanimously.

Clerk Markee read the Resolution Approving Updated Fee Schedules.

6.6 2020 Single Source Vendor Approval

The following memo was received from Dawn Cito, Purchasing & Accounting Coordinator.

I have attached a list of Single Source Vendors from all Departments within the Township for your approval.

This list follows the Township Procurement Policy for Single Source Vendors – Section 3 Procurement Methods – 1.3 Single Source Purchase.

The list is alphabetized by Vendor, listing the Department(s), type of product or service and explanation code(s) for each.

Thank you.

Moved by Bartolotta,
Seconded by Thomas, RESOLVED, to approve the 2020 Single Source Vendors per the Township Procurement Policy for Single Source Vendors, Section 3. Procurement Methods – 1.3 Single Source Purchase. A roll call vote was taken. A copy of the 2020 Single Source list is attached to these minutes.

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

Motion carried unanimously.

6.7 Purchase of Uninterruptible Power Supply

The following memo was received from Police Chief Underwood.

In 2018 we identified the need to replace the Police Department's uninterruptible power supply which has reached the end of its life cycle and is no longer supported by the manufacturer.

Our **uninterruptible power supply (UPS)** is an electrical apparatus that conditions power coming into our facility and provides emergency power to a load when the input power source fails. It provides instantaneous protection from input power interruptions, by supplying energy stored in batteries. The on-battery run-time of most uninterruptible power sources is relatively short (only a few minutes) but sufficient to start a standby power source or properly shut down the protected equipment. It is a type of continual power system.

These units are typically used to protect hardware such as computers, data centers, telecommunication equipment or other electrical equipment where an unexpected power disruption could cause injuries, fatalities, serious business disruption or data loss. In our case, the UPS supports our entire IT infrastructure, dispatch center, and a large portion of our facility, all of which are mission critical.

We requested, and received approval from this honorable board in the 2019 budget to replace our existing 40 KW/40 KVA UPS. We reached out to Graybar, a Michigan company that provides such a unit at governmental pricing through the US Communities co-op. They provided a quote for the UPS and additional necessary features totaling \$55,306.35, without shipping costs.

We then reached out to Power Technologies, Inc., a local vendor. They have recently provided these types of units to the following local organizations;

Macomb Intermediate School District
Dearborn Schools
City of Farmington Hills
City of Wayne

Power Technologies provided a quote for the same 40 KW/40 KVA UPS and additional necessary features totaling \$55,056.00 including shipping, which is at lower cost than even the US Communities co-op pricing. Each of these quotes includes a two year warranty and preventative maintenance contract.

Based on the information set forth above, we respectfully request this honorable body approve the purchase of the above described uninterruptible power supply (UPS), including additional necessary features and two year maintenance and warranty contract from Power Technologies, Inc. in the amount of \$55,056.00. Funds for this purchase are available in the Townships improvement revolving fund.

As always, if you have any questions please don't hesitate to contact me.

Moved by Markee,

Seconded by Frasca, RESOLVED, to approve the purchase of the uninterruptible power supply (UPS), including additional necessary features, two year maintenance, and warranty contract from Power Technologies, Inc. in the amount of \$55,056.00. Funds for this purchase are available in the Townships improvement revolving fund. A roll call vote was taken.

Ayes: Wall, Markee, Birch, Bartolotta, Frasca, Joliat and Thomas

Nays: None

Absent: None

Motion carried unanimously.

6.8 Resolution Supporting Local Cable Franchising & PEG Channels**Resolution Supporting Local Cable Franchising Including Public, Educational and Governmental (PEG) Access Channels**

WHEREAS, our streets and rights-of-way are public property, obtained and maintained at taxpayer expense; and

WHEREAS, cable companies may use the streets and rights-of-way for their cable systems to provide cable service to customers, but only after obtaining permission to use this public property for this purpose through a cable franchise agreement; and

WHEREAS, the Waterford Township cable franchise agreement includes important provisions to protect the community and its residents, including:

- Managing the cable systems under, over and in the streets to ensure minimal damage and disruption; safety codes are followed; and all types of public users (cars, pedestrians, utilities) can use the streets with the least interference;
- Requiring providers to repair the streets they harm and relocate facilities at their expense, if rights-of-way are rebuilt, straightened, widened, or otherwise improved in the public interest;
- Setting customer service standards, protections, and enforcement mechanisms; and

WHEREAS, the cable franchise agreement requires rental payments in the form of franchise fees to Waterford Township in return for the cable company's use of valuable public property for its cable system; and

WHEREAS, the cable franchise agreement requires that the cable company meet the community needs and interests by including non-financial franchise obligations, protected by Congress in the Cable Act since 1984, for services that include:

- Public Education and Government ("PEG") channels, including high-definition format and Video on Demand;
- Financial support for the capital expenses associated with the PEG channels; and

WHEREAS, on August 2, 2019, the Federal Communications Commission released a Third Report and Order (FCC 19-80) that allows cable companies to establish a market value for non-financial cable franchise obligations, including many of those listed above, and to deduct that amount from the franchise fees owed under the franchise agreement; and

WHEREAS, the Third Report and Order also exempts cable companies from complying with certain local requirements applicable to non-cable services and equipment such as small cells and other wireless facilities, creating a regulatory advantage for cable companies over their competitors; and

WHEREAS, the Third Report and Order undermines the Township's franchise agreements and rights-of-way management policies, proposes to subsidize commercial access to public property for private interests and removes longstanding community benefits, all of which harm our community and impact basic municipal services; and

WHEREAS, the Third Report and Order threatens a future action that would redefine PEG channel capacity as a franchise fee, which will result in a choice between preserving PEG channels or accepting further reductions in franchise fees.

NOW, THEREFORE, BE IT RESOLVED that Waterford Township opposes the findings in the Third Report and Order and opposes any other infringement on cable franchise fees, PEG access channels, or the other provisions of the cable franchise agreement including the Federal Communications Commission's proposal to allow cable companies to deduct the value of PEG channel capacity from their franchise fee payments; and

BE IT FURTHER RESOLVED, that a copy of this resolution be shared with our congressional delegation with a request that they communicate to the Federal Communications Commission their opposition to the proposed re-characterization of PEG channel capacity as a "franchise fee."

Resolution Supporting Local Cable Franchising & PEG Channels Continued.

CERTIFICATION

I hereby certify that this Resolution was adopted by the Charter Township of Waterford Board of Trustees at a regular meeting on December 11, 2019.

Charter Township of Waterford

Date

Kimberly F. Markee, Township Clerk

Moved by Joliat,
Seconded by Frasca, RESOLVED, to approve the Resolution Supporting Local Cable Franchising Including Public, Educational and Governmental (PEG) Access Channels. A roll call vote was taken.

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

Motion carried unanimously.

6.9 Promote Mr. Justin Westlake to Waterford Township DPW F&O Superintendent

The following memo was received from Russell D. Williams, DPW Director.

The departure of Mr. Hugo Cardenas, Waterford Township DPW Facilities & Operations (F&O) Superintendent, in August of this year created an administration opening in the DPW. Mr. Joseph Ashley, Waterford Township DPW Water & Sewer Superintendent, and Mr. Dan Stickel, Waterford Township DPW Engineering Superintendent, had been covering the position up until Mr. Dan Stickel's departure in October. This additional vacancy has created an immediate need to fill the F&O Superintendent's position.

The recent job posting produced five internal candidates and five external candidates. A decision to interview the internal candidates before going to the outside was made. All five internal candidates did an outstanding job in the interview process, making the task of selecting a candidate difficult.

After careful consideration I feel, Mr. Justin Westlake has the experience, education and attitude to excel as a Waterford Township DPW F&O Superintendent. Mr. Westlake's career started in the Waterford Township DPW F&O as a part time lawn maintenance worker in the cemeteries in the year 2000. Continuing to work his way through the DPW passing several milestones such as the State of Michigan Master Electrician license, State of Michigan Drinking Water S1 license, State of Michigan Drinking Water D1 license and a Baker College Bachelor's Degree in Business Administration and Accounting in 2018. Mr. Westlake has continued to excel through several personal goals and every challenge the DPW has presented, positioning himself for an administrative opportunity.

Mr. Westlake will be appointed at a Management and Administrative Group, Grade 8 Step 1 with a step increase every 6 months until Step 5 is reached.

Promote Mr. Justin Westlake to Waterford Township DPW F&O Superintendent Continued.

It is with great pride Waterford Township DPW can promote an internal employee to the Management and Administrative Group. This will realize a return from the Waterford Township's tuition reimbursement program, and save training dollars while also encouraging other employees to strive to improve with an opportunity to advance in Waterford Township.

	Requested Board Action	
Approve The Appointment of Mr. Justin Westlake to DPW F&O Superintendent.		

Moved by Bartolotta,
Seconded by Frasca, RESOLVED, to appoint Mr. Westlake to the position of DPW F&O Superintendent within the Management and Administrative Group at a Grade 8 Step 2 with a step increase every 6 months until Step 5 is reached. A roll call vote was taken.

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

Motion carried unanimously.

6.10 Public Comments Limited to Three (3) Minutes Per Topic

Russell Williams advised that it was Mr. Diederich's birthday. Everyone sang Happy Birthday to Mr. Diederich.

ADJOURNMENT

Moved by Joliat,
Seconded by Bartolotta; RESOLVED, to adjourn the meeting at 7:57 p.m.

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
286826	12/11/2019	PRINTED	011019 ARM PROGRAM	150.00			
286827	12/11/2019	PRINTED	011199 ALL OUT FITNESS	420.00			
286828	12/11/2019	PRINTED	011730 ARROW PRINTING	629.90			
286829	12/11/2019	PRINTED	013202 ADVANTAGE CONSULTING INC	150.00			
286830	12/11/2019	PRINTED	013665 APOLLO FIRE EQUIPMENT CO	295.92			
286831	12/11/2019	PRINTED	013666 APOLLO FIRE APPARATUS	4,720.52			
286832	12/11/2019	PRINTED	013995 AZTECA SYSTEMS INC	26,195.00			
286833	12/11/2019	PRINTED	014472 ALPHA DIRECTIONAL BORING	6,950.00			
286834	12/11/2019	PRINTED	014474 ALCOHOL DRUG ADMINISTRATI	1,892.00			
286835	12/11/2019	PRINTED	014500 AMERICAN SOCIETY OF COMPO	728.50			
286836	12/11/2019	PRINTED	021079 BAKER & TAYLOR BOOKS	2,658.78			
286837	12/11/2019	PRINTED	021092 BS&A SOFTWARE	186.00			
286838	12/11/2019	PRINTED	023123 JUDY BALDAK	118.00			
286839	12/11/2019	PRINTED	023623 TODD BONNIVIER	600.00			
286840	12/11/2019	PRINTED	023629 BOSS CONSTRUCTION & LANDS	3,675.00			
286841	12/11/2019	PRINTED	023711 BRILLIANCE PUBLISHING, IN	41.38			
286842	12/11/2019	PRINTED	025466 SPECCON CONSTRUCTION	450.00			
286843	12/11/2019	PRINTED	041192 CDW GOVERNMENT INC	192.04			
286844	12/11/2019	PRINTED	043202 CENTER POINT LARGE PRINT	60.85			
286845	12/11/2019	PRINTED	043626 CONSUMERS ENERGY	1,258.13			
286846	12/11/2019	PRINTED	043836 CUMMINS BRIDGEWAY LLC	3,126.64			
286847	12/11/2019	PRINTED	044062 CONTROLNET, LLC	6,320.00			
286848	12/11/2019	PRINTED	044214 CHARRON SERVICES	145.00			
286849	12/11/2019	PRINTED	044234 CHAMPAGNE ENGRAVING	40.00			
286850	12/11/2019	PRINTED	051029 D'S TEES INC	2,468.00			
286851	12/11/2019	PRINTED	051445 DLZ MICHIGAN, INC	15,960.00			
286852	12/11/2019	PRINTED	053224 DELL COMPTER CORP	1,045.01			
286853	12/11/2019	PRINTED	053389 LUNGHAMER GMC INC	922.50			
286854	12/11/2019	PRINTED	053562 JACK DOHENY COMPANIES INC	693.44			
286855	12/11/2019	PRINTED	053580 DOORS OF PONTIAC	272.00			
286856	12/11/2019	PRINTED	063941 EXCEL INDUSTRIAL ELECTRON	11,815.39			
286857	12/11/2019	PRINTED	064008 ELECTRONIC MONITORING SYS	476.00			
286858	12/11/2019	PRINTED	083373 FIRESTONE TIRE & SERV CTR	414.20			
286859	12/11/2019	PRINTED	083632 FOUNDATION SYSTEMS OF MIC	16.00			
286860	12/11/2019	PRINTED	091835 GUNNERS METERS & PARTS IN	2,140.00			
286861	12/11/2019	PRINTED	093015 GALCO INDUSTRIAL ELECTRON	119.85			
286862	12/11/2019	PRINTED	093025 GALE/CENGAGE LEARNING	270.08			
286863	12/11/2019	PRINTED	093451 GLOBAL OFFICE SOLUTIONS	845.56			
286864	12/11/2019	PRINTED	093607 GOODBYE GEESE	1,000.00			
286865	12/11/2019	PRINTED	093705 GRAINGER	141.30			
286866	12/11/2019	PRINTED	093823 GREEN MEADOWS LAWNSCAPE,	20,360.00			
286867	12/11/2019	PRINTED	093833 GUARDIAN ENVIRONMENTAL SE	5,000.00			
286868	12/11/2019	PRINTED	101835 HUBBELL ROTH & CLARK INC	363.60			
286869	12/11/2019	PRINTED	101950 HYDRO CORP	7,132.00			
286870	12/11/2019	PRINTED	103640 TODD HOFFMAN	540.00			
286871	12/11/2019	PRINTED	113542 INGRAM LIBRARY SERVICES	55.81			
286872	12/11/2019	PRINTED	113551 NICHOLS PAPER & SUPPLY CO	591.35			
286873	12/11/2019	PRINTED	121003 POWER PLAN	659.93			
286874	12/11/2019	PRINTED	121011 J&B MEDICAL SUPPLY	1,396.31			
286875	12/11/2019	PRINTED	121571 JONES & BARTLET LEARNING,	4,881.97			
286876	12/11/2019	PRINTED	123023 JAIL ALTERNATIVES FOR MIC	138.00			
286877	12/11/2019	PRINTED	141575 KOTZ HEATING, COOLING & P	140.00			

FOR CASH ACCOUNT: 70000 01000

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
286878	12/11/2019	PRINTED	143218 KEEP MICHIGAN BEAUTIFUL I	25.00			
286879	12/11/2019	PRINTED	143462 KLEINSTIVER & ASSOCIATES	315.00			
286880	12/11/2019	PRINTED	153109 LAKES AREA MARTIAL ARTS	350.00			
286881	12/11/2019	PRINTED	153240 LESLIE TIRE	25.00			
286882	12/11/2019	PRINTED	153367 LIBRARY NETWORK, THE	9,367.85			
286883	12/11/2019	PRINTED	153604 HAROLD J LOVE, PLLC	2,600.00			
286884	12/11/2019	PRINTED	161058 MDE INC	625.00			
286885	12/11/2019	PRINTED	161200 PHYSIO-CONTROL INC	8,996.40			
286886	12/11/2019	PRINTED	163095 MAZZA AUTO PARTS INC	30.94			
286887	12/11/2019	PRINTED	163163 MCININCH MONUMENT	715.50			
286888	12/11/2019	PRINTED	163371 MICHIGAN COURT SERV INC	82.00			
286889	12/11/2019	PRINTED	163476 MIDWEST TAPE	1,336.48			
286890	12/11/2019	PRINTED	163508 FERGUSON WATERWORKS #3386	9,352.13			
286891	12/11/2019	PRINTED	163608 STAN MOORE	600.00			
286892	12/11/2019	PRINTED	163851 COLLEEN MURPHY	480.00			
286893	12/11/2019	PRINTED	183021 NATIONAL TRAILS	1,790.00			
286894	12/11/2019	PRINTED	183091 WILLIAM NAGY	150.00			
286895	12/11/2019	PRINTED	183269 SPRINT SOLUTIONS	9.30			
286896	12/11/2019	PRINTED	183295 NEW CREATION HOMES, INC	23,101.00			
286897	12/11/2019	PRINTED	183578 NORTH ELECTRIC SUPPLY CO	661.92			
286898	12/11/2019	PRINTED	183952 NYE UNIFORM COMPANY	5,357.79			
286899	12/11/2019	PRINTED	193007 AUBURN HILLS CAMPUS - OCC	200.00			
286900	12/11/2019	PRINTED	193273 OFFICE DEPOT	172.87			
286901	12/11/2019	PRINTED	193706 ORKIN	448.00			
286902	12/11/2019	PRINTED	193882 OVERDRIVE, INC.	1,400.48			
286903	12/11/2019	PRINTED	204040 OAKLAND COUNTY TREASURER	384.00			
286904	12/11/2019	PRINTED	204515 OCATS	125.00			
286905	12/11/2019	PRINTED	204860 ROAD COMMISSION FOR	275.44			
286906	12/11/2019	PRINTED	211004 POWERBRITE OF MICHIGAN IN	127.50			
286907	12/11/2019	PRINTED	213326 CECILIA PROULX PHIPPS	450.00			
286908	12/11/2019	PRINTED	213331 KATHY PHIPPS	224.00			
286909	12/11/2019	PRINTED	213775 PROFESSIONAL BUILDING SER	7,124.58			
286910	12/11/2019	PRINTED	227567 SHAUNA LOCHRIDGE	75.00			
286911	12/11/2019	PRINTED	227568 DAVID DENIKER	50.00			
286912	12/11/2019	PRINTED	227569 LILLIAN GWIZDALA	68.00			
286913	12/11/2019	PRINTED	241008 RKA PETROLEUM COMPANIES,	13,857.08			
286914	12/11/2019	PRINTED	243040 PENGUIN RANDOM HOUSE LLC	244.50			
286915	12/11/2019	PRINTED	243206 RECORDED BOOKS LLC	716.50			
286916	12/11/2019	PRINTED	243224 STEVEN E RENO	540.00			
286917	12/11/2019	PRINTED	243289 LYNN ANNE REISS	375.00			
286918	12/11/2019	PRINTED	243627 ROSS HOMES INC	1,226.00			
286919	12/11/2019	PRINTED	243645 LISA ROCHFORD	300.00			
286920	12/11/2019	PRINTED	243664 ROSE PEST SOLUTIONS	48.00			
286921	12/11/2019	PRINTED	251006 SHRADER TIRE & OIL OF MIC	1,925.85			
286922	12/11/2019	PRINTED	251150 SCOTTS LOCK & KEY SHOP	67.00			
286923	12/11/2019	PRINTED	251160 RICHARD SCHNEIDER	60.00			
286924	12/11/2019	PRINTED	251238 SERVICE HEATING & PLUMBIN	668.93			
286925	12/11/2019	PRINTED	253160 SCRAMLIN FEEDS	275.00			
286926	12/11/2019	PRINTED	253512 SMART START MICHIGAN	1,634.50			
286927	12/11/2019	PRINTED	253954 SYMBOL ARTS	552.75			
286928	12/11/2019	PRINTED	254825 SJMH MEDICAL PRACTICE	512.50			
286929	12/11/2019	PRINTED	263255 TESTAMERICA LABORATORIES	525.80			

FOR CASH ACCOUNT: 70000 01000

FOR: Uncleared

CHECK # CHECK DATE TYPE VENDOR NAME UNCLEARED CLEARED BATCH CLEAR DATE

286930	12/11/2019	PRINTED	263785 TROY CLOGG LANDSCAPE ASSO	13,000.00			
286931	12/11/2019	PRINTED	271536 UPS STORE	19.16			
286932	12/11/2019	PRINTED	273533 UNIFIRST CORP	1,063.82			
286933	12/11/2019	PRINTED	283243 AMERICAN MESSAGING	151.88			
286934	12/11/2019	PRINTED	291365 PRAXAIR DISTRIBUTION INC	250.14			
286935	12/11/2019	PRINTED	291365 PRAXAIR DISTRIBUTION INC	270.17			
286936	12/11/2019	PRINTED	293348 WHITLOCK BUSINESS SYSTEMS	3,103.49			
286937	12/11/2019	PRINTED	343835 DAVID ZUEHLKE	540.00			
286938	12/11/2019	PRINTED	500246 MI MED INC	539.58			
286939	12/11/2019	PRINTED	500483 CSG FORTE PAYMENTS	95.00			
			114 CHECKS	CASH ACCOUNT TOTAL	260,520.79		.00

Kim Markee
12-4-19

Checks Advance Mailed Already
Nov 26 -> Dec 5

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FOR CASH ACCOUNT: 70000 01000

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
286770	11/26/2019	PRINTED	011041 ASA DETROIT CHAPTER	240.00			
286771	11/26/2019	PRINTED	013685 APPLIED IMAGING	902.63			
286772	11/26/2019	PRINTED	013685 APPLIED IMAGING	1,037.85			
286773	11/26/2019	PRINTED	013685 APPLIED IMAGING	1,193.01			
286774	11/26/2019	PRINTED	023488 BLUE CROSS BLUE SHIELD OF	231,980.62			
286775	11/26/2019	PRINTED	043626 CONSUMERS ENERGY	3,524.58			
286776	11/26/2019	PRINTED	073340 SUSAN HEFNER	29.10			
286777	11/26/2019	PRINTED	081014 1ST HEATING & COOLING CO.	2,912.00			
286778	11/26/2019	PRINTED	083466 FLEX ADMINISTRATORS INC	1,134.50			
286779	11/26/2019	PRINTED	103254 HEALTH ALLIANCE PLAN	583.98			
286780	11/26/2019	PRINTED	123606 ROSATI, SCHULTZ, JOPPICH	486.00			
286781	11/26/2019	PRINTED	161014 MI MUNICIPAL RISK MGMNT	22,912.39			
286782	11/26/2019	PRINTED	164208 MAMMOTH CONSTRUCTION LLC	11,088.00			
286783	11/26/2019	PRINTED	174012 STATE OF MICHIGAN	4,186.65			
286784	11/26/2019	PRINTED	253139 SCHOOLCRAFT COLLEGE	325.00			
286785	11/26/2019	PRINTED	253456 AMY SKEWES	12.17			
286786	11/26/2019	PRINTED	254851 STANDARD INSURANCE COMPAN	6,687.21			
286787	11/26/2019	PRINTED	271764 U S POSTMASTER	1,660.53			
286788	11/26/2019	PRINTED	283247 VESCO OIL CORP	177.75			
286789	11/26/2019	PRINTED	293355 WILBUR WHITE JR	1,275.00			
286790	12/03/2019	PRINTED	011790 AT&T	1,412.45			
286791	12/03/2019	PRINTED	013537 SCHMIDT, ISGRIGG, ANDERSON	533.31			
286792	12/03/2019	PRINTED	013764 SANDRA ASPINALL	733.31			
286793	12/03/2019	PRINTED	023068 K & Q LAW, PC	450.00			
286794	12/03/2019	PRINTED	043364 AT&T MOBILITY	84.50			
286795	12/03/2019	PRINTED	043626 CONSUMERS ENERGY	11,554.40			
286796	12/03/2019	PRINTED	044220 CHASE CARD SERVICES	1,696.51			
286797	12/03/2019	PRINTED	053253 DTE ENERGY	11,245.19			
286798	12/03/2019	PRINTED	073016 JOSHUA ADAMS	217.50			
286799	12/03/2019	PRINTED	073229 MICHAEL DEBANO	217.50			
286800	12/03/2019	PRINTED	073248 VALERIE FERRERA	217.50			
286801	12/03/2019	PRINTED	073411 JEFFREY H JAMES	100.00			
286802	12/03/2019	PRINTED	073619 LAWRENCE D NOVAK JR	398.98			
286803	12/03/2019	PRINTED	073698 JANICE REYNOLDS	100.00			
286804	12/03/2019	PRINTED	073825 JACK SUTHERLAND	130.50			
286805	12/03/2019	PRINTED	083751 FRAIBERG & PERNIE PLLC	300.00			
286806	12/03/2019	PRINTED	093026 RICHARD GALAT	600.00			
286807	12/03/2019	PRINTED	093702 JUDITH GRACEY	300.00			
286808	12/03/2019	PRINTED	103018 DERWOOD HAINES JR	950.00			
286809	12/03/2019	PRINTED	103584 JOHN H HOLMES	350.00			
286810	12/03/2019	PRINTED	123585 CHARESA JOHNSON	300.00			
286811	12/03/2019	PRINTED	143019 MARSHA KOSMATKA	50.00			
286812	12/03/2019	PRINTED	143022 TODD KALUZNY	375.00			
286813	12/03/2019	PRINTED	143600 SCOTT C KOZAK	400.00			
286814	12/03/2019	PRINTED	143837 JASON KUCMIERZ	450.00			
286815	12/03/2019	PRINTED	143848 DOUGLAS E KUTHY	300.00			
286816	12/03/2019	PRINTED	163204 MEDIA NETWORK OF WATERFOR	5,250.00			
286817	12/03/2019	PRINTED	164208 MAMMOTH CONSTRUCTION LLC	20,505.00			
286818	12/03/2019	PRINTED	164387 MIKES CLEARWATER HARVESTI	954.82			
286819	12/03/2019	PRINTED	213608 SCOTT POWERS	200.00			
286820	12/03/2019	PRINTED	243046 RAINBOW CONNECTION	500.00			
286821	12/03/2019	PRINTED	251035 SAMS CLUB DIRECT	557.78			

12/04/2019 10:53 | WATERFORD TOWNSHIP
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FOR CASH ACCOUNT: 70000 01000

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
286822	12/03/2019	PRINTED	254816 RICHARD STRENGER	250.00			
286823	12/03/2019	PRINTED	254845 BRADLEY STOUT	300.00			
286824	12/03/2019	PRINTED	293605 WORLDWIDE INTERPRETERS IN	155.08			
286825	12/03/2019	PRINTED	304880 WATERFORD TOWNSHIP TREASU	434.94			
			56 CHECKS	CASH ACCOUNT TOTAL	354,923.24	.00	

CHARTER TOWNSHIP OF WATERFORD

FEE SCHEDULE

ASSESSING DEPARTMENT

Copies

\$0.50	8-1/2 x 11 inch black and white copy
\$1.00	8-1/2 x 11 inch color copy
\$1.00	11 x 17 inch black and white copy

Lot Splits

\$50.00	Application fee (platted lot split/first split)
\$75.00	Application fee (acreage parcel split/first split)
\$25.00	For each additional resultant split
\$200.00	Approval fee

WATERFORD CABLE COMMISSION

DVD duplication services for Municipal Channel and/or non-broadcasted programs will require the following fees:

Materials	\$5 per DVD
Labor	Labor for search, review, and preparation of records calculated by hourly rate in quarter hour increments of the lowest paid public employee capable of retrieving requested records

CLERK'S OFFICE

Elections

Printed lists of registered voters	\$0.50 per page
CD files (Excel) of registered voters	\$40.00
emailed files of registered voters	\$40.00
Daily emails of daily updates	\$20.00 includes email to 1 address

Copies

\$0.50	8-1/2 x 11 inch black and white copy
\$1.00	8-1/2 x 11 inch color copy
\$1.00	11 x 17 inch black and white copy

Licenses

Fees are annual unless otherwise noted

Banner Permit	\$10.00 per Banner
Block Party	\$10.00 per Event
Carnival (less than 2 weeks) -per Event	
Amusement Park = 2 weeks or more	Fees are doubled
less than 10 concessions	\$110.00 per Event
10-19 concessions	\$165.00 per Event
20+ concessions	\$220.00 per Event
Business Registration	\$ 10.00 one-time fee, until change of ownership

Licenses (cont'd)

Charitable Funds Solicitation	
Street Solicitations	\$ 10.00 per Application
Distressed Vehicle and Junk Yard	
Application Fee	\$400.00
License Fee	\$ 25.00
Fireworks Display	\$500.00 per Event
Going out of Business Sale	\$200.00 per Event
Liquor License (All Types)	\$500.00
Massage Establishment License	\$500.00
Massage Establishment Renewal Fee	\$250.00
Parade Permit	0
Pawnbroker	\$300.00
Peddler/Solicitor Registration	
First Person	\$50.00
Ea. Add'l. Person	\$ 10.00
Secondhand and Junk Dealer	\$300.00
Teen Club	\$200.00
Transient Merchant	\$250.00/month

Miscellaneous

Petition to vacate subdivision street	\$500.00
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DEVELOPMENT SERVICES

DEVELOPMENT SERVICES DEPARTMENT FEE SCHEDULE:

BUILDING RELATED FEES:

Application fees must be paid when a Building Permit Application is submitted. Bonds, Plan Review and Building Permit Fees must be paid prior to the issuance of a Building Permit. Building Permit Fee includes the following inspections: foundation, backfill, sand floor, rough building, insulation and final building. Requests for inspections of partially completed work require payment of a Special Inspection Fee. Any Re-inspection fees assessed against a Building Permit must be paid prior to scheduling subsequent inspections. A Building Permit is valid for a period of one year from the date of issuance; applicant may request one six-month extension upon payment of Building Permit Extension fee. Failure to complete permitted work and obtain Final Certificate of Occupancy will result in forfeiture of bond.

<u>Item</u>	<u>Fee</u>
Application Fees	
Site Evaluation (new house)	\$ 170.00
Site Evaluation (Addition & Accessory Structure)	\$ 100.00
Woodland Inspection (new house)	\$ 100.00
Residential Site Plan Re-submittal	\$ 65.00
Application Fee for Commercial Construction and Alterations	\$ 290.00
Plan Review Fees	
Residential Plan Review	\$ 65.00
Residential Plan Revision Review	\$ 35.00
Commercial Plan Review	\$ Rev. + 10%
Commercial Plan Revision Review	\$ 60.00
Building Permit Fees	
First \$1000.00 of Construction Value	\$ 65.00
Each \$1000.00 Thereafter	\$ 10.00
Building Permit Extension	\$ 45.00
Demolition – Accessory Structure	\$ 65.00
Demolition – Residential Structure up to 3,000 sq. ft, total structure	\$ 90.00
Demolition – Commercial Structure up to 3,000 sq. ft., total structure	\$ 185.00
Demolition – over 3,000 sq. ft, for each additional 1,000 sq. ft. or fraction thereof	\$ 10.00
Temporary Sign	\$ 65.00
Temporary Structure	\$ 135.00
Document Retention (per Plan Sheet)	\$ 3.00
Bonds (Refunded after Completion)	
One & Two Family Residential Home	\$ 400.00
Residential Additions, Alterations & Accessory Buildings	\$ 100.00
Apartment Units	\$ 100.00
Commercial Buildings	\$1000.00
Commercial Additions	\$ 600.00
Demolitions	\$ 100.00
Moved House	\$1200.00
Commercial Sign	\$ 100.00
Miscellaneous	
Re-inspection	\$ 70.00
Special Inspections	\$ 70.00
After hours/weekend Inspection	\$ 150.00
Duplicate Certificate of Occupancy	\$ 15.00

UNSECURED PERMITS

When work requiring a permit is started before a permit is secured, or where other special investigation is required related to said work, a special investigation fee may be required.

Cancellations and Refunds

Application and Plan Review Fees are non-refundable.

Building Permit Fees may be partially refunded to the Permit holder in accordance with the following:

* Permit canceled within 3 months of issue with no work or inspections performed	80%
* Permit canceled within 6 months of issue with no work or inspections performed	50%
* Permit canceled within 1 year of issue with no work or inspections performed	25%
* Permit canceled after 1 year of issue with no work or inspections performed	0%
* Permit canceled after work has commenced or inspections performed	0%

ELECTRICAL PERMIT FEES

Electrical Permit fees for new residential single family homes and condominium units shall be at a flat fee based on the total area of the structure, this fee shall cover all electrical installations within the structure. Fees for additions, alterations, accessory structures and commercial construction have a base fee plus itemized charges for specific work being performed. An Electrical Permit is valid for a period of one year from the date of issuance; applicant may request one six-month extension upon payment of Electrical Permit Extension fee. Requests for inspections of partially completed work require payment of a Special Inspection Fee. Any Re-inspection fees assessed against an Electrical Permit must be paid prior to scheduling subsequent inspections.

<u>Item</u>	<u>Fee</u>
Single Family Residential	
New Residential - less than 2000 s.f.	\$ 210.00
New Residential - from 2000 s.f. to 2499 s.f.	\$ 265.00
New Residential - from 2500 s.f. to 2999 s.f.	\$ 325.00
New Residential - from 3000 s.f. to 3499 s.f.	\$ 400.00
New Residential - over 3500 s.f.	\$ 475.00
Apartment Units (ea.)	\$ 100.00
Alterations, Additions & Commercial Projects	
Base Permit	\$ 60.00
Electrical Permit Extension	\$ 45.00
Service (up to 200 amp)	\$ 30.00
Service (200 to 600 amp)	\$ 35.00
Service (600 to 800 amp)	\$ 40.00
Service (over 800 amp)	\$ 45.00
Sub Panel (ea.)	\$ 25.00
Temporary Service	\$ 30.00
120 Volt Circuits (ea.)	\$ 20.00
240 Volt Circuits (ea.)	\$ 25.00
Lighting Fixtures (per 25 or fraction)	\$ 15.00
Furnace/ Unit Heater (ea.)	\$ 15.00
Residential Air Conditioner (ea.)	\$ 30.00
Motors (up to 50 amp)	\$ 25.00
Motors (51 to 150 amp)	\$ 30.00
Motors (over 151 amp)	\$ 35.00
Sign Circuits (ea.)	\$ 30.00
Pole Lights (ea.)	\$ 15.00
Feeders up to 100'	\$ 20.00
Each additional 100' of Feeder	\$ 10.00
Fire Alarms	\$ 95.00
Emergency Generator (up to 10 kw)	\$ 75.00
Emergency Generator (10 kw to 20 kw)	\$ 85.00
Emergency Generator (over 20 kw)	\$ 95.00
Car Charging Station	\$ 110.00
Low Voltage Connection Ports	\$ 3.00
Miscellaneous	
Re-inspection	\$ 70.00
After hours/weekend Inspections	\$ 150.00
Special Inspections	\$ 70.00

UNSECURED PERMITS

When work requiring a permit is started before a permit is secured, or where other special investigation is required related to said work, a special investigation fee may be required.

Cancellations and Refunds

Base Permit Fees are non-refundable.

Electrical Permit Fees may be partially refunded to the Permit holder in accordance with the following:

- * Permit canceled within 3 months of issue with no work or inspections performed 80%
- * Permit canceled within 6 months of issue with no work or inspections performed 50%
- * Permit canceled within 1 year of issue with no work or inspections performed 25%
- * Permit canceled after 1 year of issue with no work or inspections performed 0%
- * Permit canceled after work has commenced or inspections performed 0%

MECHANICAL PERMIT FEES

Mechanical Permit fees for new residential single family homes and condominium units shall be at a flat fee based on the total area of the structure, this fee shall cover all mechanical installations within the structure. Fees for additions, alterations, accessory structures and commercial construction have a base fee plus itemized charges for specific work being performed. A Mechanical Permit is valid for a period of one year from the date of issuance; applicant may request one six-month extension upon payment of Mechanical Permit Extension fee. Requests for inspections of partially completed work require payment of a Special Inspection Fee. Any Re-inspection fees assessed against a Mechanical Permit must be paid prior to scheduling subsequent inspections.

Item	Fee
Single Family Residential	
New Residential - less than 2000 s.f.	\$ 210.00
New Residential - from 2000 s.f. to 2499 s.f.	\$ 265.00
New Residential - from 2500 s.f. to 2999 s.f.	\$ 325.00
New Residential - from 3000 s.f. to 3499 s.f.	\$ 400.00
New Residential - over 3500 s.f.	\$ 475.00
Apartment Units (ea.)	\$ 100.00
Alterations, Additions & Commercial Projects	
Base Permit	\$ 60.00
Mechanical Permit Extension	\$ 45.00
Furnace (ea.)	\$ 45.00
Boiler (ea.)	\$ 45.00
Fireplace, Wood Stove (ea.)	\$ 35.00
Chimney or Chimney Liner (ea.)	\$ 45.00
Duct System or Hot Water Heat Pipe	\$ 45.00
Gas Piping Outlet (ea.)	\$ 15.00
Central Air Conditioning	\$ 35.00
Heat Pump (ea.)	\$ 35.00
Unit Heater (ea.)	\$ 35.00
HVAC Unit (under 15 HP)	\$ 60.00
HVAC Unit (15 to 50 HP)	\$ 85.00
HVAC Unit (over 50HP)	\$ 100.00
Evaporating Coil or Chilling Tower	\$ 95.00
Exhaust Fans (under 1500 CFM)	\$ 15.00
Exhaust Fans (1500 to 10,000 CFM)	\$ 45.00
Exhaust Fans (over 10,000 CFM)	\$ 85.00
Duct System (< \$3000 cost)	\$ 40.00
Duct System (\$3000 to \$7999 cost)	\$ 60.00
Duct System (\$8000 to \$11,000 cost)	\$ 70.00
Duct System (\$11,001 to \$15,000 cost)	\$ 90.00
Duct System (each \$3000 over \$15,000)	\$ 30.00
Humidifiers (ea.)	\$ 40.00
Incinerators, Crematories (ea.)	\$ 45.00
Type I or Type II Hood System	\$ 40.00
Fire Suppression System	\$ 90.00
Miscellaneous	
Re-inspection	\$ 70.00
After hours/weekend Inspections	\$ 150.00
Special Inspections	\$ 70.00

UNSECURED PERMITS

When work requiring a permit is started before a permit is secured, or where other special investigation is required related to said work, a special investigation fee may be required.

Cancellations and Refunds

Base Permit Fees are non-refundable.

Mechanical Permit Fees may be partially refunded to the Permit holder in accordance with the following:

* Permit canceled within 3 months of issue with no work or inspections performed	80%
* Permit canceled within 6 months of issue with no work or inspections performed	50%
* Permit canceled within 1 year of issue with no work or inspections performed	25%
* Permit canceled after 1 year of issue with no work or inspections performed	0%
* Permit canceled after work has commenced or inspections performed	0%

PLUMBING PERMIT FEES

Plumbing Permit fees for new residential single family homes and condominium units shall be at a flat fee based on the total area of the structure, this fee shall cover all plumbing installations within the structure. Fees for additions, alterations, accessory structures and commercial construction have a base fee plus itemized charges for specific work being performed. A Plumbing Permit is valid for a period of one year from the date of issuance; applicant may request one six-month extension upon payment of Plumbing Permit Extension fee. Requests for inspections of partially completed work require payment of a Special Inspection Fee. Any Re-inspection fees assessed against a Plumbing Permit must be paid prior to scheduling subsequent inspections.

<u>Item</u>	<u>Fee</u>
Single Family Residential	
New Residential - less than 2000 s.f.	\$ 210.00
New Residential - from 2000 s.f. to 2499 s.f.	\$ 265.00
New Residential - from 2500 s.f. to 2999 s.f.	\$ 325.00
New Residential - from 3000 s.f. to 3499 s.f.	\$ 400.00
New Residential - over 3500 s.f.	\$ 475.00
Apartment Units (ea.)	\$ 100.00
Alterations, Additions & Commercial	
Base Permit	\$ 60.00
Plumbing Permit Extension	\$ 45.00
Fixtures (ea.)	\$ 10.00
Stacks, Vents, Connectors (ea.)	\$ 10.00
Water Connected Appliance (ea.)	\$ 10.00
Floor Drains, Traps (ea.)	\$ 10.00
Sill Cocks (ea.)	\$ 10.00
Sub Soil Drains (ea.)	\$ 15.00
Sump Pump (ea.)	\$ 10.00
Sewage Ejector System (ea.)	\$ 20.00
Residential Water Distribution Piping	\$ 30.00
Commercial Water Distribution Piping	\$ 45.00
Sewer Line (ea.)	\$ 30.00
Water Service (ea.)	\$ 30.00
Water Meter (ea.)	\$ 10.00
Sprinkler Meter (ea.)	\$ 10.00
Roof Conductor (ea.)	\$ 10.00
Grease Trap/Interceptor	\$ 40.00
Oil Separator	\$ 40.00
Sand Separator	\$ 40.00
Minimum Alterations	\$ 15.00
Miscellaneous	
Re-inspection	\$ 70.00
After hours/weekend Inspection	\$ 150.00
Special Inspections	\$ 70.00

UNSECURED PERMITS

When work requiring a permit is started before a permit is secured, or where other special investigation is required related to said work, a special investigation fee may be required.

Cancellations and Refunds

Base Permit Fees are non-refundable.

Plumbing Permit Fees may be partially refunded to the Permit holder in accordance with the following:

* Permit canceled within 3 months of issue with no work or inspections performed	80%
* Permit canceled within 6 months of issue with no work or inspections performed	50%
* Permit canceled within 1 year of issue with no work or inspections performed	25%
* Permit canceled after 1 year of issue with no work or inspections performed	0%
* Permit canceled after work has commenced or inspections performed	0%

RENTAL PROPERTY FEES

Registration Fee

\$ 10.00 per building plus \$ 2.00 for each dwelling unit within the building.

The Registration Fee is to be paid within 30 days of establishment of any new residential rental unit.

Annual Operating Fee

\$ 50.00 per Rental Unit in Buildings Containing 1 to 4 Rental Units.

\$ 40.00 per Rental Unit in Buildings Containing 5 to 10 Rental Units.

\$ 25.00 per Rental Unit in Buildings Containing 11 or more Rental Units.

The maximum annual operating fee for any building, irrespective of the number of residential units contained within the building, shall not exceed \$ 300.00. If the actual cost incurred by Waterford Township in performing the required Rental Certification Inspections for an individual building exceeds the amount generated by the Annual Operating Fee the Township will invoice the property owner of the individual building for those additional costs.

Unless cited otherwise, the Annual Operating Fee is due on April 1 of each year. If the Annual Operating Fee is not paid before July 1 it shall be posted as a lien against the property taxes.

Inspection Fees

The annual operating fee shall cover a periodic inspection for the issuance or renewal of a certification, except that such fee shall not cover an inspection made pursuant to a final notice of violation issued under Section 4-254(b) of the Rental Certification Ordinance or re-inspections.

Violation Inspection fee	\$70.00
Re-inspection fee	\$70.00

VACANT PROPERTY REGISTRATION AND MAINTENANCE

Registration and affidavit filing fee	\$10.00
Inspection fee	\$70.00
Re-inspection fee	\$70.00
Administrative fee for determining ownership	actual cost + 10%

ENGINEERING RELATED FEES:

SITE PLAN REVIEW

All site plans submitted to the Community Planning and Development Department must be reviewed for compliance with engineering requirements prior to receiving Site Plan Approval. The fees charged for this site plan review are based on the total acreage of the parcel being developed.

<u>Item</u>	<u>Fee</u>
Drainage System (open ditch or enclosed drain)	
Fee per acre of development	\$ 60.00
Minimum Fee	\$300.00
Retention/Detention Facility	
Fee per acre of development	\$ 80.00
Minimum Fee	\$480.00
Site Grading	
Fee per acre of development	\$ 60.00
Minimum Fee	\$360.00

PLANNED UNIT DEVELOPMENT ENGINEERING REVIEW

All preliminary development plans submitted to the Development Services Department in conjunction with the Planned Unit Development Review provisions of the Zoning Ordinance must be reviewed for engineering feasibility. The fee charged for this preliminary development plan review is a lump sum. In the event Planned Unit Development approval is granted by the Township Board and the development proceeds to Site Plan Review, the fee for the Planned Unit Development Review will be credited to the Site Plan Review.

<u>Item</u>	<u>Fee</u>
Engineering PUD Review	\$800.00

CONSTRUCTION PLAN REVIEW

Final construction plans for all developments must be reviewed and approved by Engineering prior to commencement of any construction activities, the fee charged for this review is based on the amount of infrastructure being installed.

<u>Item</u>	<u>Fee</u>
Minimum Fee	\$ 800.00
Storm Sewer	
12" Pipe (per LF)	\$ 0.75
15" Pipe (per LF)	\$ 0.80
18" Pipe (per LF)	\$ 0.75
21" Pipe (per LF)	\$ 0.80
24" Pipe (per LF)	\$ 0.85
27" Pipe (per LF)	\$ 0.90
30" Pipe (per LF)	\$ 0.95
36" Pipe (per LF)	\$ 1.15
42" & Larger Pipe (per LF)	\$ 1.35
MH, CB, LB, Inlet (ea.)	\$ 35.00
Retention/Detention Facility (per Ac.)	\$ 100.00
Sanitary Sewer	
6" Lead (per LF)	\$ 0.50
8" Pipe (per LF)	\$ 0.60
10" Pipe (per LF)	\$ 0.70
12" Pipe (per LF)	\$ 0.80
15" Pipe (per LF)	\$ 0.90
Forcemain (per LF)	\$ 0.75
Std. MH (ea.)	\$ 40.00
Drop MH (ea.)	\$ 60.00
Adjust Ex. MH	\$ 25.00
Bore & Jack (per LF)	\$ 5.00
Pump Station (ea.)	\$ 2100.00
Water Main	
6" Pipe (per LF)	\$ 0.50
8" Pipe (per LF)	\$ 0.60

<u>Item</u>	<u>Fee</u>
Water Main (Cont.)	
10" Pipe (per LF)	\$ 0.70
12" Pipe (per LF)	\$ 0.80
16" Pipe (per LF)	\$ 1.05
6" GV&W (ea.)	\$ 40.00
8" GV&W (ea.)	\$ 45.00
10" GV&W (ea.)	\$ 50.00
12" GV&W (ea.)	\$ 90.00
16" GV&W (ea.)	\$ 105.00
TSV&W	\$ 160.00
Hydrant (ea.)	\$ 45.00
Bore & Jack	\$ 5.00
Streets (per LF)	\$ 0.75

CONSTRUCTION INSPECTION

Full time construction inspection is required for all grading, paving, storm sewer, sanitary sewer and watermain installations. In addition fees will be charged for all time expended for testing, verifying as-built drawings and related paperwork. Monies to cover the cost of construction inspection must be escrowed with the Township prior to commencing any construction in accordance with the following schedule:

<u>Value of Construction</u>	<u>Amount of Escrow Deposit*</u>
0 to \$ 10,000	\$1360
\$ 10,000 to \$ 50,000	13% (not less than \$ 2040)
\$ 50,000 to \$100,000	11% (not less than \$ 6800)
\$100,000 to \$200,000	9% (not less than \$ 13600)
\$200,000 to \$300,000	8% (not less than \$17000)
\$300,000 to \$500,000	7% (not less than \$20400)
Over \$500,000	5%

*The Developer is responsible for any charges that exceed the escrowed amount. Any remaining balance will be refunded.

Fees for construction inspection will be charged against the escrow account at the following crew day rate. Crew Days are calculated as follows:

Up to 4 hours	1/2 Crew Day
4 hours to 8 hours	1 Crew Day
8 hours to 10 hours	1 1/2 Crew Day
10 hours to 12 hours	2 Crew Days

<u>Item</u>	<u>Fee</u>
Construction Inspection (per Crew Day)	\$ 680.00

RIGHT-OF-WAY MANAGEMENT FEES

These fees are not applicable to Telecommunications Permits.

Disruption Permit Application Fee (nonrefundable)	
Residential	\$50.00
Commercial	\$100.00
Disruption Permit Review and Processing Fee	to be determined and escrowed
Disruption Permit Fee	
Residential	\$50.00
Commercial	\$100.00
Use Permit Application Fee (nonrefundable)	
Residential	\$50.00
Commercial	\$100.00
Use Permit Review and Processing Fee	to be determined and escrowed
Use Permit Fee	
Residential	\$50.00
Commercial	

Subject to Township Board adjustment, the annual commercial use permit fee for improvements measured by lineal feet of right-of-way used shall be \$.15 per lineal foot for above-ground improvements and \$.30 per lineal foot for underground improvements. The annual fee for improvements that occupy one or more locations or areas of right-of-way that are not measurable in lineal feet, carry a minimum per location fee of \$150.00.

LOWLAND FILLING

Plan review and completed construction inspection is required for movement of or placement of topsoil, subsoil, sand, gravel, earth, rock, stone, concrete or other material on land located within the township. The fee charged for this plan review and inspection is based on the area of the property that the work is being performed on.

<u>Item</u>	<u>Fee</u>
Application/Plan Review Fee (per acre of land)	\$ 100.00
Minimum application fee	\$ 25.00
Permit Fee (per acre of land)	\$ 200.00
Minimum permit fee	\$ 50.00

WETLAND PERMITS AND ESCROWS

Application/Plan Review Fees and Permit Fees payable when work is not covered by a site plan or building permit application.

<u>Item</u>	<u>Fee</u>
Application/Plan Review Fee (per acre of land)	\$ 100.00
Minimum application fee	\$ 25.00
Permit Fee (per acre of land)	\$ 200.00
Minimum application fee	\$ 50.00
Residential lot escrow	\$ 1,000.00*
Commercial lot escrow	\$ 2,000.00*

*Applicant is responsible for any charges that exceed the escrowed amount. Any remaining balance will be refunded.

WOODLAND MANAGEMENT PERMITS AND ESCROWS

Application/Plan Review Fees, Permit Fees payable when work is not covered by a site plan or building permit application.

<u>Item</u>	<u>Fee</u>
Application/Plan Review Fee (per acre of land)	\$ 100.00
Minimum application fee	\$ 25.00
Permit Fee (per acre of land)	\$ 200.00
Minimum application fee	\$ 50.00
Escrow – to be determined based on estimated time and cost of Township forester	

PLANNING RELATED FEES:

ZONING BOARD OF APPEALS **

Single Family Residential/Non-Profit Organizations	
First Variance	\$250.00
Additional Variances	\$100.00 each - max. \$550.00
Residential Developments & Non-Residential	
Application Fee.....	\$700.00
Residential Code Violations	
First Variance	\$432.00
Additional Variances	\$100.00 each
Non-Residential Code Violations	
Application Fee.....	\$882.00
Additional Variances	\$100.00 each

** *Notification Fees for up to 25 notices are included with the total application fee. Any additional notices required after twenty-five will have a charge of 77 cents per notice added to the total application fee.*

PLANNING COMMISSION

Special meeting.....	\$500.00
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SITE PLAN REVIEW

Concept Plan Review.....	\$550.00
Change of Use Review	\$550.00
Minor Site Plan Review	\$1250.00
Major Site Plan Review.....	\$1550.00
Master Plan Review/amendment.....	\$1,000.00
Engineering Site Plan Review Fees	Per Engineering Division

REZONING **

Nonresidential Parcel Combination Creating Nonresidential Parcel Eligible for More Intensive Zoning District Within Same Zoning Class	No Fee
All Other Rezoning Requests	\$1200.00

** *Notification Fees for up to 25 notices are included with the total application fee. Any additional notices required after twenty-five will have a charge of 77 cents per notice added to the total application fee.*

SPECIAL APPROVAL USE **

Special Approval Use Fee	
Special Approval portion	\$1,000.00
Site Plan Approval portion.....	\$1,550.00
Base Total of both portions.....	\$2,550.00
Special Approval – Domestic Small Livestock in Single Family Residential	\$250.00

Existing Special Approval Renewal Review.....	\$600.00
Engineering Site Plan Review Fees	Per Engineering Division

** *Notification Fees for up to 25 notices are included with the total application fee. Any additional notices required after twenty-five will have a charge of 77 cents per notice added to the total application fee.*

PLANNED UNIT DEVELOPMENT **

Planned Unit Development Review Fee	\$2,500.00
Engineering Review Fees	Per Engineering Division

** *Notification Fees for up to 25 notices are included with the total application fee. Any additional notices required after twenty-five will have a charge of 77 cents per notice added to the total application fee.*

SPECIAL ACCOMMODATION USE **

Special Accommodation Use Review Fee	\$1550.00
Engineering Review Fees	Per Engineering Division

** *Notification Fees for up to 25 notices are included with the total application fee. Any additional notices required after twenty-five will have a charge of 77 cents per notice added to the total application fee.*

SUBDIVISION REVIEW

Tentative Preliminary Plat	\$1,500.00
Final Preliminary Plat	\$500.00
Final Plat	\$500.00

HARDSHIP PLANNED UNIT DEVELOPMENT REVIEW **

Hardship Planned Unit Development Review Fee.....	\$2,500.00
Site Plan Review Fee Legal Consultant Fee.....	-\$1,000.00 minimum or \$150/hour whichever is greater
Engineering Review Fees	Per Engineering Division

** Notification Fees for up to 25 notices are included with the total application fee. Any additional notices required after twenty-five will have a charge of 77 cents per notice added to the total application fee.

TEMPORARY USE REVIEW

Annual Review Fee	\$100.00
Single Event Review Fee.....	\$50.00

TRANSIENT MERCHANT PLAN REVIEW

New Plan Processing Fee.....	\$55.00
Existing Plan Processing Fee.....	Included with license fee

TEXT AMENDMENT REVIEW

Review Fee.....	\$1,000.00
Legal Consultant Fee.....	\$1,000.00 minimum; or \$150/hour whichever is greater

RESOURCE MATERIALS

Zoning Ordinance (Paper Copy) includes Zoning Map.....	\$25.00
Complete Master Plan (Paper Copy).....	\$55.00
Master Plan (Paper Copy)	\$25.00
Master Plan Appendices (Paper Copy)	\$35.00
Zoning Ordinance & Master Plan (CD) includes Zoning Map.....	\$5.00
Zoning Certification Letter.....	\$80.00

SIGN REMOVAL

Signs removed from public road right-of-way..... \$40.00 per sign

NOXIOUS WEEDS AND VEGETATION REMOVAL

Administrative fee for noxious weed /vegetation removal 10% of actual cost

WATERFORD REGIONAL FIRE DEPARTMENT

Fire Systems Plan Review and Inspection Process

- Commercial Cooking Fire Suppression Fee: \$100
- Fire Alarm System Fee: \$125
- Fire Suppression/Sprinkler System Fee: \$200
- Fire Pump Fee: \$150
- Fire System Re-inspection Fee: \$50
- Address Assignment Fee: \$50
- Carnivals Permit Fee: \$100
- Firework Display Permitting and Inspection Fee: \$300
- Prescribed Burns or Controlled Burns Permit Fee: \$100
- After Business Hour Special Inspection Fee: Hourly overtime wage of available Inspector minimum 3 hours
- Third Party Review Fee: 10% handling Fee



LIBRARY FEES SCHEDULE

CATEGORY	FEE	NOTES
<i>Service Fees</i>		
Fax Service	<u>Domestic Faxes</u> \$1.75 first page \$1.00/ each additional page	<u>International Faxes</u> \$3.95 first page \$3.45/ each additional page
Photocopier Services	\$.25/page	
<i>Circulating Materials</i>		
Overdue fines	\$.10/day	Maximum \$10.00/item
Rental (high demand titles)	\$1.00/first 4 days \$.25/each additional day	Default circulation period is 4 days with the initial payment due at the time of checkout. Fee for any additional days are assessed at the time the material is returned.
Replacement cost for materials lost or damaged	Purchase price of item lost or damaged	
Referral fee- collection agency	\$10.00	Charge for referring delinquent account to Unique Management Services, INC for collection. Criteria for referral: <ul style="list-style-type: none"> • Balance over \$50 • Materials overdue more than 30 days with an assumed lost status
<i>Printing Fees</i>		
Public computer workstations	\$.25/page	First 5 pages – no charge
<i>Meeting Room Bookings</i>		
<i>Conference Room</i>		
Non-profit organizations	\$10.00/first 2 hours \$5.00/each additional hour	
For-profit organizations	\$20.00/first 2 hours \$10.00/each additional hour	
<i>Community Room A</i>		
Non-profit organizations	\$25.00/first 2 hours \$10.00/each additional hour	
For-profit organizations	\$45.00/first 2 hours \$10.00/each additional hour	
<i>Community Room B</i>		
Non-profit organizations	\$35.00/first 2 hours \$10.00/each additional hour	Includes use of kitchen facilities
For-profit organizations	\$55.00/ first 2 hours \$10.00/each additional hour	
<i>Community Rooms A&B</i>		
Non-profit organizations	\$45.00/first 2 hours \$15.00/ each additional hour	Includes use of kitchen facilities
For-profit organizations	\$65.00/first 2 hours \$15.00/each additional hour	

Note: Library staff have the authority to adjust or forgive the amount of overdue fines assessed and/or replacement costs for lost materials when negotiating payment plans with patrons whose accounts are not in good standing. Referral fees to Unique Management Services, Inc. (UMS), the Library's collection agency, are not a negotiable element of any patron's outstanding balance.

PARKS & RECREATION FACILITY FEES

Parks & Recreation Facility Fee Schedule			
Rental Facility	Resident Fee	Non-Resident Fee	Rental Period
<u>Building and Pavilion Rental</u>			
Pavilion I - Hess	\$220.00	\$250.00	daily
Pavilion 2 - Hess	\$150.00	\$180.00	daily
Gazebo - Hess	\$120.00	\$150.00	3 hours
Community Building - Hess	\$350.00	\$380.00	6 hours
Birthday Party Package – Standard	\$150.00	\$180.00	3 hours
Birthday Party Package – Upgraded	\$275.00	\$305.00	3 hours
Warming House – Friday – Sunday	\$165.00	\$195.00	6 hours
Warming House - Monday – Thursday	\$85.00	\$115.00	6 hours
Recreation Center – Gym	\$60.00	Hourly resident fee + \$30.00	hourly Min. 2 hrs.
Recreation Center - Meeting Room	\$30.00	Hourly resident fee + \$30.00	hourly Min. 2 hrs.
Recreation Center – Fitness Room	\$45.00	Hourly resident fee + \$30.00	hourly Min. 2 hrs.
Recreation Center - Dining Room	\$550.00	Hourly resident fee + \$30.00	6 hours
Recreation Center – Pavilion	\$50.00	\$80.00	8 hours
DP Nature Center - Meeting Room	\$30.00	Hourly resident fee + \$30.00	hourly
DP Nature Center - Pavilion	125.00	\$155.00	8 hours
Fish Hatchery Large Pavilion	\$125.00	\$155.00	8 hours
Fish Hatchery Small Pavilion	\$75.00	\$105.00	8 hours
Clinton River Canoe Site – Pavilion	\$30.00	\$60.00	8 hours
Lions Park – Pavilion	\$50.00	\$80.00	8 hours
Optimist Park – Pavilion	\$30.00	\$60.00	8 hours
Rotary Park – Pavilion	\$50.00	\$80.00	8 hours
Shell Park – Pavilion	\$30.00	\$60.00	8 hours
<u>Soccer Field Rental</u>			
Blue Field (110 x 60 yds.)	\$80.00	\$95.00	per game
White Field (100 x 50 yds.)	\$70.00	\$85.00	per game
Green Field (70 x 50 yds.)	\$60.00	\$70.00	per game
Red Field (70 x 50 yds.)	\$60.00	\$70.00	per game
Orange Field (50 x 30 yds.)	\$55.00	\$65.00	per game
Yellow Field (50 x 30 yds.)	\$55.00	\$65.00	per game
<u>Softball/Baseball Field Rental</u>			
Shell Park (Monday - Friday)	\$75.00 per field	\$90.00 per field	per game
Shell Park (Saturday - Sunday)	\$95.00 per field	\$110.00 per field	per game
Optimist Park (Monday - Friday)	\$75.00 per field	\$90.00 per field	per game
Optimist Park (Saturday - Sunday)	\$95.00 per field	\$110.00 per field	per game
Rotary Park (Monday - Friday)	\$85.00 per field	\$100.00 per field	per game
Rotary Park (Saturday - Sunday)	\$105.00 per field	\$120.00 per field	per game
Herrington Park (Monday - Friday)	\$85.00 per field	\$100.00 per field	per game
Herrington Park (Saturday - Sunday)	\$105.00 per field	\$120.00 per field	per game
Hess-Hathaway Park (Monday - Friday)	\$55.00 per field	\$75.00 per field	per game

Parks & Recreation Facility Fee Schedule (continued)			
Hess-Hathaway Park (Saturday - Sunday)	\$70.00 per field	\$90.00 per field	per game
Recreation Center (Monday - Friday)	\$85.00 per field	\$100.00 per field	per game
Recreation Center (Saturday - Sunday)	\$105.00 per field	\$120.00 per field	per game
Lions Park (Monday - Friday)	\$105.00 per field	\$120.00 per field	per game
Lions Park (Saturday - Sunday)	\$125.00 per field	\$140.00 per field	per game
Practice Field	\$30.00 per field	\$40.00 per field	1.5 hours
Field Light Usage	\$35.00	\$35.00	hourly
Tournament Field Preparation	\$85.00 per field	\$85.00 per field	per game
Tournament Team Fee	\$30.00	\$30.00	per team
<u>Copies</u>			
\$.50 8 1/2" x 11" black and white copy			
\$1.00 8 1/2" x 11" color copy			
<u>Laminating</u>			
\$1.50 8 1/2" x 11" page			
\$2.00 8 1/2" x 14" page			
\$2.50 11" x 17" page			
\$5.00 Poster/Map			

POLICE DEPARTMENT

Waterford Police Department Fee Schedule

ITEM	CHARGE	ITEM	CHARGE
ALARM REGISTRATION	\$25.00	WARRANTS	\$10.00
ALARM - FALSE - FIRST AND SECOND	NO CHARGE	ACCIDENT/INCIDENT REPORT	\$11.00
ALARM - FALSE - THIRD	\$25.00	GEM/PRECIOUS METALS LICENSE	\$50.00
ALARM - FALSE - FOURTH	\$50.00	GUN PURCHASE PERMITS (Notary Fee)	\$10.00
ALARM - FALSE - FIFTH & SUBSEQUENT	\$75.00	HOLD TAGS - ALL OFFENSES	\$100.00
BACKGROUND CHECK	\$25.00	HOLD TAGS - PRIVATE TOWS & ABANDON	\$25.00
BICYCLE LICENSE	\$3.00	IMPOUND LOT STORAGE FEES (Per Day)	\$20.00
BOW AND ARROW PERMIT	\$50.00	NOTARIES	\$10.00
SEX OFFENDER REGISTRATION	\$50.00		

Copies - Paper	
8 1/2 x 11 black and white	\$.50 per page
8 1/2 x 11 color	\$1.00 per page
Non-paper media	
CDR 700MB with jewel case	\$20.00
DVDR 4.76GB with jewel case	\$20.00
USB Flash Drive 8GB	\$25.00

Labor calculated by hourly rate in quarter hour increments of the lowest paid public employee capable of:
1) Search, location and examination of records
2) Redaction of records
3) Duplication, copying and transferring

WTPD Employee Calculations for Record Retrieval Costs (without benefits)
Actual current wage of employee capable of retrieving record

DEPARTMENT OF PUBLIC WORKS / WATER AND SEWER

WATERFORD TOWNSHIP WATER CONNECTION

FEE SCHEDULE

TAP SIZE	METER SIZE	TAP COST	METER COST	CAPITAL CHARGE	TOTAL CHARGE DOWN PAYMENT	CAPITAL DOWN PAYMENT	TOTAL
1"	5/8"	\$1,100.00	\$195.00	\$1,000.00	\$2,295.00	\$25.00	\$1,320.00
1"	1"	\$1,100.00	\$295.00	\$1,700.00	\$3,095.00	\$42.50	\$1,437.50
1 ½"	1"	\$1,420.00	\$295.00	\$1,700.00	\$3,415.00	\$42.50	\$1,757.50
1 ½"	1 ½"	\$1,420.00	\$470.00	\$3,500.00	\$5,390.00	\$87.50	\$1,977.50
2"	1 ½"	\$1,550.00	\$470.00	\$3,500.00	\$5,520.00	\$87.50	\$2,107.50
2"	2"	\$1,550.00	\$1,095.00	\$6,700.00	\$9,345.00	\$167.50	\$2,812.50
3"	2"	(BY CONT)	\$1,095.00	\$6,700.00	\$7,795.00	\$167.50	\$1,262.50
3"	3"	(BY CONT)	\$2,095.00	\$15,000.00	\$17,095.00	\$375.00	\$2,470.00
4"	4"	(BY CONT)	\$2,695.00	\$27,000.00	\$29,695.00	\$675.00	\$3,370.00
6"	6"	(BY CONT)	\$4,495.00	\$60,000.00	\$64,495.00		
8"	8"	(BY CONT)	\$13,395.00	\$60,000.00	\$73,395.00		

*DECEMBER 1ST THRU MARCH 31ST WINTER RATES WILL BE IN EFFECT / ADDITIONAL \$50.00.

*TRAFFIC CONTROL AND ROAD RESTORATION FEE UP TO \$400.00. APPLIED ADMINISTRATIVELY ON TAPS THAT REQUIRE INCREASED TRAFFIC CONTROL AND ROAD RESTORATION REPAIRS.

WATER TAPS 1 ½" AND LARGER AREA ON A COST ESTIMATE BASIS. FINAL CHARGES WILL BE COMPUTED UPON COMPLETION.

CAPITAL CHGS WILL BE REDUCED BY 50% FOR CONNECTIONS MADE TO A DEVELOPER INSTALLED AND FINANCED WATERMAIN.

SEWER CONNECTION FEE FOR A SINGLE FAMILY HOME IS \$3605.00 - \$1300.00 OF THIS IS THE SEWER CAPITAL CHARGE, \$2300.00 IS THE SEWER LATERAL BENEFIT CHARGE AND \$5.00 IS THE SEWER PERMIT FEE.

Waterford Township Quarterly (3-Month) Billing Charges

(Customers Outside of the Township Geographic Boundary pay 1.5 times normal Township usage rates)

Water Usage Rates by Meter Size:

(Adjusted 8-1-2014)

1 C.F. (Cubic Foot) = 7.48 U.S. Gallons

Rate Tiers:	Tier 1: (Minimum)			Tier 2: (Over	
Minimum):				Charge per 100	
C.F.				Over	
Meter Size:	<u>Minimum Charge:</u>	<u>Cubic Feet Allowed-Minimum:</u>	<u>Sprinkler Meter – Minimum:</u>	<u>Domestic:</u>	
<u>Minimum:</u>					
<u>Sprinkler:</u>					
5/8"	\$15.43	1,000	\$10.29	\$1.93	\$2.29
1"	\$23.15	2,000	\$12.86	\$1.93	\$2.29
1 ½"	\$41.15	2,000	\$21.86	\$1.93	\$2.29
2"	\$64.30	2,000	\$34.72	\$1.93	\$2.29
3"	\$102.88	2,000	\$54.01	\$1.93	\$2.29
4"	\$150.46	2,000	\$79.73	\$1.93	\$2.29
6"	\$227.62	4,000		\$1.93	\$2.29
8"	\$311.21	6,000		\$1.93	\$2.29

Sewer Usage Rates:

(Adjusted 9-1-2017)

(Sewer Charges based off of Water Meter Reading, or a Flat charge if Customer does not have Public Water):

Rate Tiers:	Tier 1: (Minimum)		Tier 2: (Over Minimum):
Meter Size:	<u>Ready to Serve:</u>	<u>Cubic Feet Allowed-Minimum:</u>	<u>Charge per 100 C.F.</u>
No Water			<u>(Starting at 0 to 999,999 C.F.):</u>
All Sizes	\$64.95	N/A	\$3.59
Flat Sewer	\$113.50	-----	-----

*Flat Sewer is \$48.55 higher than water/sewer minimum because it is not metered, therefore 2nd rate tier does not apply and a statistical average is uniformly used for this customer class.

Water Fireline Services

(Adjusted 2-28-2011)

(Applies to Commercial Buildings with Fire Sprinkling Systems)

<u>Service Size:</u>	<u>Flat Quarterly Charge:</u>
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2"	\$60.00
3"	\$85.00
4"	\$110.00
6"	\$185.00
8"	\$215.00
10"	\$245.00
12"	\$275.00

- Fireline charges are flat “ready to serve” charges and are not metered.

Quarterly Commercial Surcharges (Charges per I.W.C – Industrial Waste Control)

(Adjusted 9-1-2017)

(Applies to Commercial Accounts with Sewer)

<u>Service Size:</u>	<u>Flat Quarterly Charge:</u>
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5/8"	\$17.04
1"	\$42.60
1 ½"	\$93.72
2"	\$136.32
3"	\$247.08
4"	\$340.80
6"	\$511.20
8"	\$852.00

* The Commercial Surcharges are set by the I.W.C. (Industrial Waste Control) Division of the D.W.S.D (Detroit Water and Sewerage Department). Waterford simply collects the Commercial Surcharge Fees and passes them on directly to Oakland County who ultimately passes them on to the Great Lakes Water-Sewer Authority. Waterford is obligated to charge all Commercial Customers these flat quarterly fees because Waterford is part of the “Clinton-Oakland” sewer system, and relies on the Authority for ultimate Waste Water Treatment and disposal. Waterford does not retain or realize any revenue from these charges.

Water Meters

<u>Meter Size:</u>	<u>Meter Price:</u>	(Adjusted 2-28-2011) <u>AMR/AMI Unit:</u>	<u>Total Meter Fee:</u>
5/8"	\$100.00	\$95.00	\$195.00
1"	\$200.00	\$95.00	\$295.00
1 1/2"	\$375.00	\$95.00	\$470.00
2"	\$520.00	\$95.00	\$615.00
2" Compound	\$1,400.00	\$95.00	\$1,095.00
3" Compound	\$2,000.00	\$95.00	\$2,095.00
4" Compound	\$2,600.00	\$95.00	\$2,695.00
6" Compound	\$4,400.00	\$95.00	\$4,495.00
8" Compound	\$13,300.00	\$95.00	\$13,395.00

* AMR = Automatic Meter Read. AMI = Automatic Meter Interface. These units send their meter reads via radio signal to a fixed network collector. Meter prices are tied to metal prices.

Hydrant Use Fees

(Adjusted 2-28-2011)

<u>Hydrant Rental Fee:</u>	<u>Hydrant Water Usage Fee:</u>
\$150.00	\$2.29 per 100 C.F.

* Customer/Contractor needs to contact the DPW for this temporary water service. A Hydrant Meter with proper backflow device is mandatory for these applications and must be set and administered by the DPW.

Turn Water On/Off Fees

(Adjusted 2-28-2011)

<u>Water Turn On Fee:</u>	<u>Water Turn Off Fee:</u>
\$30.00	\$30.00

* Flat fee charged when Customer requests the water to be turned on or off at the curb box located at the property line by the public water main. Fee includes DPW time to locate, expose and complete the service. This water shut down method is suggested whenever customers are going to be away from their home/business for an extended period of time.

Cut and Cap Abandoned Service Line Fees

(Adjusted 2-28-2011)

Cut and Cap Fee:

\$65.00 * Fee charged when homes and businesses demo their facilities and/or terminate water/sewer services with the DPW.

TREASURER'S OFFICE

Copies	\$.50
Tax Bills/Duplicates	\$1.00
Estimate Letter	\$1.00
Discharge of Liens	\$5.00

NSF charge	\$30.00
Re-issue of payroll checks	\$10.00

Fee Schedules revised December 2019 and presented to the Waterford Township Board of Trustees for adoption at the regularly scheduled Board of Trustees meeting December 11, 2019.



SINGLE SOURCE VENDOR LIST 2020

DEPARTMENT	VENDOR#	VENDOR	TYPE OF PRODUCT OR SERVICE	SOURCE CODE
POLICE	11026	A.P.C. GLOBAL SERVICES	UPS COMPUTER SYSTEM	4
CABLE	13171	ADVANCED LIGHTING & SOUND	CABLE TRUCK & AUDITORIUM SERVICE	4
DPW / F&O	13377	AIR CENTER	WTP AIR COMPRESSOR SERVICE	2
FIRE	11198	ALADTEC INC	ONLINE EMPLOYEE SCHEDULING & WORKFORCE MANAGEMENT SYSTEM	2
DPW / F&O	13452	ALEXANDER CHEMICAL	CHLORINE FOR WTP'S	2
LIBRARY	14471	ALLDATA	SOURCE PROPRIETARY ELECTRONIC DATABASE. (DISCOUNTED PRICE NEGOTIATED THROUGH-MCLS)	8
DPW / F&O	14472	ALPHA DIRECTIONAL BORING	EMERGENCY SERVICE LINE INSTALL	3 & 6
LIBRARY	11525	ANCESTRY.COM	SOURCE OF PROPRIETARY ELECTRONIC DATABASE FOR GENEALOGY RESEARCH. (DISCOUNTED PRICE NEGOTIATED THROUGH-MCLS)	8
FIRE	13666	APOLLO FIRE APPARATUS	FIRE APPARATUS	2,3,4
FIRE	13365	APOLLO FIRE EQUIPMENT CO	FIRE EQUIPMENT	2,3,4
DPW / F&O	13690	AQUASIGHT	ENERGY CONSUMPTION STUDY (WATER STUDY)	1 & 6
F&O	11700	AQUA-WEED	TOWNSHIP CAMPUS POND	3
LIBRARY	11761	ASI MODULEX	SOURCE OF PROPRIETARY ELECTRONIC DATABASE FOR GENEALOGY RESERCH. (DISCOUNTED PRICE NEGOTIATED THROUGH-MCLS)	4
DPW / F&O	13780	AUTODESK INC	AUTOCAD	4
LIBRARY	11029	AWE INC	SOURCE OF SIGNAGE THROUGHOUT BUIDING WITH SPECS FOR OUR SIGNS ON FILE	4
DPW / F&O	13995	AZTECA SYSTEMS INC	CITYWORKS	4
DPW/GEN SERV	101201	BAKER TILLY (formerly (H.J. Umbaugh)	RATE STUDIES & BOND GUIDANCE	6
PARKS	23367	BIANCO TOURS	TOURS FOR PARKS	3
LIBRARY	23383	BIBLIOTECHA	VENDOR SUPPLIES, E.G. RFID TAGS FOR PROCESSING MATERIALS (DISCOUNTED PRICE NEGOTIATED THROUGH-TLN)	8
LIBRARY	23880	BIFOLKAL PRODUCTIONS, INC.	SOURCE OF PROPRIETARY MATERIALS FOR BIFOLKAL KITS	8
PARKS	23481	BLUE LAKES CHARTERS	TOURS FOR PARKS	3
DPW / F&O	21090	BLR	SAFETY MGMT SOFTWARE	4
FIRE	23592	BOSTICK TRUCK CENTER LLC	REPAIR SERVICE HEAVY DUTY VEHICLES	3 & 6
DEV SERV	21092	BS&A SOFTWARE	SOFTWARE FOR DEVELOPMENT SERVICES	6
GENERAL	21093	BSB COMMUNICATIONS INC	PHONE SYSTEM	4
PAYROLL/BENEFITS	43134	CAMBRIDGE	INSURANCE AGENT/CONSULTANT	4
Police	43215	CELLEBRITE		
LIBRARY		CENGAGE LEARNING	SOURCE OF PROPRIETARY REFERENCE MATERIALS IN BOTH PRINT & ELECTRONIC FORMATS	4 & 8
DPW	43331	CHEMCO PRODUCTS	PHOSPHATE	3

DEPARTMENT	VENDOR#	VENDOR	TYPE OF PRODUCT OR SERVICE	SOURCE CODE
IT	111122	CIVIC PLUS	WEB SITE HOSTING	4
DEVELOPMENT SERVICES	43489	CLARKE MOSQUITO CONTROL	MOSQUITO TABLES	7
FIRE	41460	CLYDE'S FRAME & WHEEL	REPAIR SERVICE HEAVY DUTY VEHICLES	3 & 6
DPW / F&O	41460	CLYDES FRAME AND WHEEL	DOT INSP & BRAKE REPAIR LARGE TRUCKS	3 & 6
PARKS	43565	COLLETTE VACATIONS	SENIOR TRAVEL	3
CABLE	500012	COMCAST BUSINESS (WIRELESS)	BUSINESS WIRELESS REMOTE	3
FIRE	500012	COMCAST BUSINESS (WIRELESS)	BUSINESS WIRELESS REMORE SITES	3
DPW / F&O	500012	COMCAST BUSINESS (WIRELESS)	ISP AT WELL COUSES/REMOTE FACILITIES	3
FIRE/POLICE		COMSOURCE	RADIO INSTALL & SUPPLIES	4
FIRE	44062	CONTROLNET	HEATING & COOLING CONTROLS	4
DPW	43836	CUMMINS BRIDGEWAY	GENERATORS.	3
FIRE/POLICE		CYNERGY	EMERGENCY LIGHTING, RADIO INSTALL & SUPPLIES	4
PARKS	53237	DETROIT ELEVATOR	MAINTENANCE ELEVATOR (REC CENTER)	4 & 6
PARKS		DIAMOND TOURS	SENIOR TRAVEL	3
DPW / F&O	53419	DIGITAL HIGHWAY INC	SCADA COMMUNICATION MODEMS	4
IT	51440	DLT SOLUTIONS	AUTOCAD RELATED SOFTWARE	4
POLICE	51017	DSS CORPORATION	TELEPHONE/RADIO SYSTEM	4 & 6
DPW	63025	EJ USA INC (EAST JORDON)	HATCHES FOR SEWERS STATIONS/COVERS	3
POLICE	63496	EMERGENCY CALLWORKS	ECW PUBLIC SAFETY SYSTEM HARDWARE & SUPPORT	4
FIRE	63488	EMERGENY VEHICLE PLUS	LARGE SPECIALITY VEHICLE PURCHASES, MAINTENANCE & PARTS	4
LIBRARY		ENVISIONWARE	SYSTEM FOR PUBLIC INTERNET ACCESS WORKSTATIONS, BOTH USER-SCHEDULING & PRINT MANAGEMENT (DISCOUNTED	4 & 8
IT	61775	ESRI	GIS SOFTWARE	4
DPW / F&O	61775	ESRI	GIS	4
LIBRARY	63888	EVANCED SOLUTIONS	INTERACTIVE ONLINE CALENDAR EVENTS (DISCOUNTED PRICING THROUGH TLN)	4 & 8
FIRE		FEDERAL SIGNAL	FACTORY REPAIRS FO INFORMERS	4
DPW / F&O	163508	FERGUSON ENTERPRISES INC (MI METER)		4
HR	83432	FIFER INVESTIGATIONS LLC	AGENT FOR TOWNSHIP -FOR NEW HIRES	6
PAYROLL/BENEFITS	83466	FLEX ADMIN	FSA / DPA/ COBRA AGENT/CONSULTING SERVICE	4
Assessing	83838	FULLER APPRAISAL	APPRAISAL FOR ASSESSING DEPT	2
ASSESSING		FULLER APPRAISAL	APPRAISALS	2
CLERK	91010	GABRIEL ROEDER SMITH & CO	ACTUARIAL SERVICES & PROFESSIONAL SERVICES FOR RELATED MATTERS	6
DPW / F&O	93242	GE INTELLIGENT PLATFORMS INC (DIGITAL)	SCADA	4
PARKS	93233	GETAWAY TOURS	SENIOR TRAVEL	3

DEPARTMENT	VENDOR#	VENDOR	TYPE OF PRODUCT OR SERVICE	SOURCE CODE
LIBRARY	93800	GRESSCO LTD	SOURCE OF PROPRIETARY SECURITY CASES & EQUIPMENT FOR AUDIO-VISIAL MATERIALS	4
DPW / F&O	93833	GUARDIAN ENVIRONMENTAL	GAS HEATER REPAIRS - CAMPUS HEAT & COOLING SYSTEMS	3 & 6
DPW	91835	GUNNERS METER & PARTS	TAPPING SUPPLIES	2
DPW / F&O	103005	HACH	WTP INSTRUMENTATION	4
HR	103238	HELPNET EAP	HR - EMPLOYEE SERVICE	4
DPW / F&O	103023	HESCO	WTP CHLORINATOR PARTS (STOCK)	2
DPW / F&O	101950	HYDRO CORP	CROSS CONNECTION INSPECTION CONTRACTOR	6
IT	163082	HYLAND SOFTWARE	DOCUMENT MANAGEMENT SOFTWARE	4
DPW / F&O	163082	HYLAND SOFTWARE	ONBASE	4
ASSESSING	113595	IDS	TAX BILL PRINTING	5
IT	53963	INACOMP	SERVER EQUIP	4
LIBRARY	111002	INFOGROUP	SOURCE OF PROPRIETARY ELECTRONIC DATABASE. (DISCOUNTED THROUGH MCLS)	8
DPW / F&O	113591	INNOVYZE	MODELING WATER	6
LIBRARY	114543	INTERNATIONAL CODE COUNCIL	SOURCE OF PROPRIETARY REFERENCE MATERIALS	6
IT	113701	IRON MOUNTAIN	OFFSITE BACKUP TAPE VAULT	4
DPW	113803	ISLE INC	TAG MEMBERSHIP	4
FIRE	121011	J&B MEDICAL SUPPLY	EMS MEDICAL SUPPLIES	2,3,4
DPW / F&O	533562	JACK DOHENY CO	SEWER JET TRUCK - REPAIRS	3 & 6
DPW / F&O	121240	JETT PUMP & VALVE	SEWER & PUMP STATION - REPAIRS	3 & 6
DPW / F&O	121300	JGM VALVE CORP	PUMPS FOR STATIONS	3 & 6
DPW / F&O	143228	JJ KELLER & ASSOC	SAFTEY MGMT SOFTWARE	4
DEVELOPMENT SERVICES/DPW/F&O	51445	DLZ MICHIGAN, INC.	ENGINEERING CONSTRUCTION INSPECTION SERVICES	6
FIRE	121571	JONES & BARTLETT LEARNING	EMS TRAINING BOOKS	6
DPW/F&O	141440	K&K MAINTENANCE	HOISE SERVICES	6
DPW / F&O	143233	KENNEDY INDUSTRIES	SEWER PUMPS	3 & 6
IT	143542	KNOWBE4, INC	PHISH TESTING & SECURITY TRAINING	4 & 6
LIBRARY	143707	KRONOS	SOURCE OF PROPRIETARY TIME & ATTENDANCE HARDWARE & SOFTWARE	4
IT	143707	KRONOS INC	TIME & ATTENDANCE SOFTWARE	4
DPW / F&O	143707	KRONOS INC	PAYROLL SYSTEM - TIMECLOCK	4
POLICE	151013	SF MOBILE-VISION INC	CAR CAMERAS & MAINTENANCE AGREEMENT	4 & 6
DPW / F&O	153130	LATITUDE GEOGRAPHICS	GEOCORTEX	4
IT	153130	LATITUDE GEOGRAPHICS GROUP LTD	GIS SOFTWARE	4
DPW	153400	LIQUI-FORCE SERVICES	SEWER & LINING CLEANING SERVICE	2
CLERK/COURT	93840	LOOMIS FARGO & CO	SECURITY TRANSPORT	2
FIRE	151001	LTM AUTO TRUCK & TRAILER	AUTO & TRAILER REPAIRS	3 & 6
DPW / F&O	161055	M TECH COMPANY	NEW GAPVAX TRUCK SERVICE	3 & 6

DEPARTMENT	VENDOR#	VENDOR	TYPE OF PRODUCT OR SERVICE	SOURCE CODE
GENERAL SERVICES	164254	MAXIMUS	COST ALLOCATION PLAN	6
PARKS	163493	MICHIGAN RECREATIONAL CONSTRUCTION	PLAYGROUND EQUIPMENT (CONSISTANCY & REPLACEMENT)	4
LIBRARY		MIDWEST CONSORTIUM FOR LIBRARY SERVICES (MCLS)	MEMBERSHIP - ELIGIBLE FOR NEGOTIATED DISCOUNTS ON ACCESS TO ELECTRONIC DATABASES	8
DEVELOPMENT SERVICES	161570	MONTGOMERY & SONS, INC	CODE ENFORCEMENT COMPLIANCE BOARD-UPS & CLEAN-UPS	3
DPW / F&O	161027	MSDS ONLINE	PRODUCT SAFETY DATA SHEETS	2
DPW / F&O	163858	MUNIS (TYLER TECHNOLOGIES INC)	TOWNSHIP COMPTER SYSTEM	4
IT	163858	MUNIS DIVISION (TYLER)	FINANCIAL SYSTEM SOFTWARE (ERP)	4
PARKS		NATIONAL TRAILS, INC.	SENIOR TRAVEL	3
DPW / F&O	183289	NETWORK FLEET (VERIZON)	FLEET TRACKING	5
PARKS	227178	OAKLAND COUNTY PARKS	TOURS FOR PARKS	3
DPW / F&O	193026	OPTO 22	SCADA SUPPLIES	4
DPW / F&O	193663	OPTO SOLUTIONS	SCADA SUPPLIES	4
DPW / F&O	131085	OSCAR W LARSON CO	FUEL ISLAND & UNDERGROUND TANKS	2
LIBRARY	193882	OVERDRIVE	ONE OF 2 VENDORS CURRENTLY PROVIDING ACCESS TO LIBRARIES FOR DOWNLADABLE ECONTENT TO LEND (DISCOUNTED PRICE THROUGH TLN)	8
DPW / F&O	213274	PEERLESS MIDWEST INC	WELL/PUMP SERVICE	3 & 6
DPW / F&O	213211	PERCEPTIVE CONTROLS INC	SCADA SUPPORT	4
FIRE	161200	PHYSIO CONTROL	EKG, MONITORS, EMS APPRATUS	4
FIRE		PIERCE MANUFACTURING	FIRE TRUCKS, MAINTENANCE & PARTS	4
DPW / F&O	213406	PIPELOGIX INC	CAMERA TRUCK SOFTWARE SERVICE	4
CLERK	211460	PLANTE MORAN	AUDIT & PROFESSIONAL SERVICES FOR FINANCIAL MATTERS	6
DPW / F&O	121003	POWER PLAN (AIS)	BACKHOE REPAIRS & PARTS	4
LIBRARY	213716	PROQUEST	SOURCE OF PROPIETARY ELECTRONIC DATABASE (DISCOUNTED PRICE THROUGH TLN)	8
HR	213787	PSYBUS	AGENT FOR TOWNSHIP -FOR NEW HIRES	6
Parks	241968	R.C. SYSTEMS INC	PARKS SOFTWARE	4
LIBRARY	243206	RECORDED BOOKS	PROPIETARY SOURCE FOR ONECLICK DIGITAL EAUDIOBOOKS & ZINIO ELECTRONIC MAGAZINES (DISCOUNTED PRICE THROUGH TLN)	8
POLICE	253129	SCHINDLER ELEVATOR	ELEVATOR REPAIR & MAINTENANCE	4 & 6
IT	111538	SEQRIS	FIREWALL SYSTEM	4
DPW / F&O	251239	SERVICE HEATING & PLUMBING	MAINTAIN & SERVICE ALL UNITS ON CAMPUS	3 & 6
PARKS	253347	SHORELINE TOURS	SENIOR TRAVEL	3
DPW / F&O	251006	SHRADER TIRE	TIRES & OIL SUPPLIER	2
DPW / F&O	251451	SLC METER SERVICE INC	METER PARTS/DISTRIBUTION SUPPLIES	4
DPW / F&O	253526	SMART UTILITY SYSTEMS	UTILITY BILLING WATER LEAK APP	4
FIRE	254843	STAR EMS	BILLING SERVICE	5

DEPARTMENT	VENDOR#	VENDOR	TYPE OF PRODUCT OR SERVICE	SOURCE CODE
FIRE	254839	STRYKER SALES CORP	FIRE/EMS APPARATUS	4
POLICE	253954	SYMBOL ARTS	UNIFORMS & BADGES FOR OFFICERS	4 & 6
Police	263006	TASER INTERNATIONAL	TASER EQUIPMENT	4
LIBRARY	263227	TELEVEND SERVICES (FAX24)	SOURCE FOR PROPRIETARY SUPPLIES FOR SELF-SERVICE PUBLIC FAX MACHINE	4 & 5
DEVELOPMENT SERVICES	500354	TENDER CORPORATION	INSECT REPELLENT	7
LIBRARY	153367	THE LIBRARY NETWORK (TLN)	LIBRARY COOPERATIVE - STATE AID, NEGOTIATED DISCOUNTS ON MATERIALS, ACCESS TO ELECTRONIC DATABASES & SUPPLIES. COST-SHARING SERVICES	8
DPW / F&O	263735	THE TRAINING NETWORK	SAFETY TRAINING	6
PARKS	333570	TRAVEL TREASURES & TOURS	SENIOR TRAVEL	3
DPW / F&O	263779	TRIHEDRAL ENGINEERING LIMITED	SCADA SOFTWARE	4
FIRE	253913	TYCO SECURITY SYSTEM	BUILDING SECURITY - CAMPUS	4
LIBRARY	253913	TYCO SECURITY SYSTEM	BUILDING SECURITY	4
DPW / F&O	253913	TYCO SECURITY SYSTEM	BUILDING SECURITY	4
DPW / F&O		UST TRAINING	UNDERGROUND STORAGE TANK TRAINING	6
DPW / F&O	283384	VISUAL IMAGINE RESOURCES	CAMERA TRUCK SOFTWARE SERVICE	4
Parks	304778	WATERFORD SCHOOL DISTRICT (BUSINESS SERVICES)	PRINTING OF PARKS BROCHURES	5
FIRE		WEST SHORE SERVICES	STATION PLECTONS/INFORMER	4
DPW	293348	WHITLOCK BUSINESS SYSTEMS	ENVELOPES/POSTAGE/UTILITY BILLS	3
LIBRARY		WORLD BOOK ENCYCOPEDIA	SOURCE OF PROPRIETARY REFERENCE MATERIALS IN BOTH PRINT & ELECTRONIC FORMATS	6

Explanation codes for single source list:

- 1) Only source for good or service
- 2) Regional source for good or service due to geographic boundaries of company
- 3) Quality, reliability and performance of product or service that is important or critical to Township or department
- 4) Compatibility with current equipment or system for maintenance, support, replacement, auxiliary system and/or upgrade
- 5) Cost of changing to new vendor outweighs cost savings
- 6) Expertise and/or institutional knowledge
- 7) Vendor on approved list for 3rd party program
- 8) Discounted or negotiated price through 3rd party program